

## **Transnet Engineering**

an Operating Division **TRANSNET SOC LTD**

[Registration Number 1990/000900/30]

### **REQUEST FOR QUOTATION (RFQ)**

**THE FOR INSPECTIONS CLEANING AND SEALING OF GUTTERS, DRAINS, CHANNELS, DOWN PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT, FOR A PERIOD OF 3 MONTHS**

**RFQ NUMBER : PPA-162725 - TE/2026/07/3221/9644/RFQ**  
**ISSUE DATE : 22 SEPTEMBER 2026**  
**COMPULSORY BRIEFING : Y E S**  
**CLOSING DATE : 0 7 O C T O B E R 2 0 2 6**  
**CLOSING TIME : 12H00 PM**  
**TENDER VALIDITY PERIOD : 12 WEEKS CALENDER DAYS FROM CLOSING DATE**

#### **COMPULSORY RFQ BRIEFING AND SITE VISIT**

**DATE : 30 SEPTEMBER 2026 @ 10H00**  
**VENUE (WEAR PPE AS PER BELOW) : TRANSNET ENGINEERING**  
**Transnet road**  
**Hilton**  
**BLOEMFONTEIN**  
**9301**

**PROTECTIVE PERSONNEL EQUIPMENT REQUIREMENTS: BIDDERS ARE REQUIRED TO WEAR SAFETY SHOE WITH STEEL TOE CAP AND A REFLECTOR VEST IN ORDER TO GAIN ACCESS TO RFQ BRIEFING AND SITE VISIT; FAILURE TO COMPLY WITH PROTECTIVE PERSONNEL EQUIPMENT REQUIREMENTS WILL DISQUALIFY THE BIDDER FROM ATTENDING THE COMPULSORY RFQ BRIEFING AND SITE VISIT!!!**

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## T1.1 TENDER NOTICE AND INVITATION TO TENDER

### SECTION 1: NOTICE TO TENDERERS

#### 1. INVITATION TO TENDER

Responses to this Tender [hereinafter referred to as a **Tender**] are requested from persons, companies, close corporations or enterprises [hereinafter referred to as a Tenderer].

|                           |                                                                                                                                                                                                                                                      |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DESCRIPTION</b>        | <b>FOR INSPECTIONS CLEANING AND SEALING OF GUTTERS, DRAINS, CHANNELS, DOWN PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT FOR A PERIOD OF 3 MONTHS</b>                                                                                       |
| <b>TENDER DOWNLOADING</b> | <b>This Tender may be downloaded directly from Transnet website at <a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a> (please use Google Chrome to access Transnet link) <b>FREE OF CHARGE.</b></b> |

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>COMPULSORY TENDER CLARIFICATION MEETING</b> | <p>A Compulsory Tender Clarification Meeting will be conducted at Transnet Engineering, Transnet road, Hilton, BLOEMFONTEIN, at <b>10H00[10 O'clock] on the 30 SEPTEMBER 2026</b> for a period of ± 1 (three) hours. [Tenderers to provide own transportation and accommodation].</p> <p>The Compulsory Tender Clarification Meeting will start punctually, and information will not be repeated for the benefit of Tenderers arriving late.</p> <p><b>A Site visit/walk will take place, tenderers are to note:</b></p> <ul style="list-style-type: none"> <li>• Tenderers are required to wear safety shoes, goggles, long sleeve shirts, high visibility vests and hard hats.</li> <li>• Tenderers without the recommended PPE will not be allowed on the site walk.</li> <li>• Tenderers and their employees, visitors, clients and customers entering Transnet Offices, Depots, Workshops and Stores will have to undergo breathalyzer testing.</li> <li>• All forms of firearms are prohibited on Transnet properties and premises.</li> <li>• The relevant persons attending the meeting must ensure that their identity documents, passports or drivers' licenses are on them for inspection at the access control gates.</li> </ul> <p>Certificate of Attendance in the form set out in the <b>Returnable Schedule T2.2-01</b> hereto must be completed and submitted with your Tender as proof of attendance is required for a <b>compulsory</b> site meeting and/or tender briefing.</p> |
|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                     |                                                                                                                                                                                                                                                                                                                |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                     | <p><b>Tenderers are required to bring this Returnable Schedule T2.2-01 : Certificate of Attendance to the Compulsory Tender Clarification Meeting to be signed by the <i>Employer's</i> Representative.</b></p> <p><b>Tenderers failing to attend the compulsory tender briefing will be disqualified.</b></p> |
| <b>CLOSING DATE</b> | <p><b>12H00 on (2026/10/07)</b></p> <p>Tenderers must ensure that tenders are uploaded timeously onto the system. <b>If a tender is late, it will not be accepted for consideration.</b></p>                                                                                                                   |

## 2. TENDER SUBMISSION

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

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

Log on to the Transnet eTenders management platform website (<https://transnetetenders.azurewebsites.net>);

- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.
- **Tenderers are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Tenderer can upload 30mb per upload and multiple uploads are permitted.**

b) The tender offers to this tender will be opened as soon as possible after the closing date and time. Transnet shall not, at the opening of tenders, disclose to any other company any confidential details pertaining to the Tender Offers / information received, i.e. pricing,

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delivery, etc. The names and locations of the Tenderers will be divulged to other Tenderers upon request.

- c) Submissions must not contain documents relating to any Tender other than that shown on the submission.

### **3. CONFIDENTIALITY**

All information related to this RFP is to be treated with strict confidentiality. In this regard Tenderers are required to certify that they have acquainted themselves with the Non-Disclosure Agreement. All information related to a subsequent contract, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Works, which is either directly or indirectly related to Transnet's business, written approval to divulge such information must be obtained from Transnet.

### **4. DISCLAIMERS**

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

- 4.1. Award the business to the highest scoring Tenderer/s unless objective criteria justify the award to another tenderer.
- 4.2. Not necessarily accept the lowest priced tender or an alternative Tender;
- 4.3. Go to the open market if the quoted rates (for award of work) are deemed unreasonable.
- 4.4. Should the Tenderers be awarded business on strength of information furnished by the Tenderer, which after conclusion of the contract is proved to have been incorrect, Transnet reserves the right to terminate the contract;
- 4.5. Request audited financial statements or other documentation for the purposes of a due diligence exercise;
- 4.6. Not accept any changes or purported changes by the Tenderer to the tender rates after the closing date;
- 4.7. Verify any information supplied by a Tenderer by submitting a tender, the Tenderer/s hereby irrevocably grant the necessary consent to the Transnet to do so;

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- 4.8. Conduct the evaluation process in parallel. The evaluation of Tenderers at any given stage must therefore not be interpreted to mean that Tenderers have necessarily passed any previous stage(s);
- 4.9. Unless otherwise expressly stated, each tender lodged in response to the invitation to tender shall be deemed to be an offer by the Tenderer. The Employer has the right in its sole and unfettered discretion not to accept any offer.
- 4.10. Not be held liable if tenderers do not provide the correct contact details during the clarification session and do not receive the latest information regarding this RFP with the possible consequence of being disadvantaged or disqualified as a result thereof.
- 4.11. Transnet reserves the right to exclude any Tenderers from the tender process who has been convicted of a serious breach of law during the preceding 5 [five] years including but not limited to breaches of the Competition Act 89 of 1998, as amended. Tenderers are required to indicate in tender returnable [clause 12 on T2.2-...], [**Breach of Law**] whether or not they have been found guilty of a serious breach of law during the past 5 [five] years.
- 4.12. Transnet reserves the right to perform a risk analysis on the preferred tenderer to ascertain if any of the following might present an unacceptable commercial risk to the employer:
- *unduly high or unduly low tendered rates or amounts in the tender offer;*
  - *contract data of contract provided by the tenderer; or*
  - *the contents of the tender returnables which are to be included in the contract.*

5. Transnet will not reimburse any Tenderer for any preparatory costs or other work performed in connection with this Tender, whether or not the Tenderer is awarded a contract.

## 6. NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE

Tenderer are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. The CSD can be accessed at <https://secure.csd.gov.za/>. Tenderer are required to provide the following to Transnet to enable it to verify information on the CSD: Supplier Number..... and Unique registration reference number (Tender Data)

**Transnet urges its clients, suppliers and the general public  
to report any fraud or corruption to  
TIP-OFFS ANONYMOUS: 0800 003 056 OR [Transnet@tip-offs.com](mailto:Transnet@tip-offs.com)**

## T1.2 TENDER DATA

The conditions of tender are the Standard Conditions of Tender as contained in Annex C of the CIDB Standard for Uniformity in Engineering and Construction Works Contracts. The Standard for Uniformity in Construction Procurement was first published in Board Notice 62 of 2004 in Government Gazette No 26427 of 9 June 2004. It was subsequently amended in Board Notice 67 of 2005 in Government Gazette No 28127 of 14 October 2005, Board Notice 93 of 2006 in Government Gazette No 29138 of 18 August 2006, Board Notice No 9 of 2008 in Government Gazette No 31823 of 30 January 2009, Board Notice 86 of 2010 in Government Gazette No 33239 of 28 May 2010, Board Notice 136 of 2015 in Government Gazette 38960 of 10 July 2015 and Board Notice 423 of 2019 in Government Gazette No 42622 of 8 August 2019.

This edition incorporates the amendments made in Board Notice 423 of 2019 in Government Gazette 42622 of 8 August 2019. (see [www.cidb.org.za](http://www.cidb.org.za)).

The Standard Conditions of Tender make several references to Tender data for detail that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Each item of data given below is cross-referenced in the left-hand column to the clause in the Standard Conditions of Tender to which it mainly applies.

| Clause                                                             | Data                                                                                            |
|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| C.1.1 The <i>Employer</i> is                                       | <b>Transnet SOC Ltd<br/>(Reg No. 1990/000900/30)</b>                                            |
| C.1.2 The tender documents issued by the <i>Employer</i> comprise: |                                                                                                 |
| <b>Part T: The Tender</b>                                          |                                                                                                 |
| Part T1: Tendering procedures                                      | T1.1 Tender notice and invitation to tender<br>T1.2 Tender data                                 |
| Part T2 : Returnable documents                                     | T2.1 List of returnable documents<br>T2.2 Returnable schedules                                  |
| <b>Part C: The contract</b>                                        |                                                                                                 |
| Part C1: Agreements and contract data                              | C1.1 Form of offer and acceptance<br>C1.2 Contract data (Part 1 & 2)<br>C1.3 Form of Securities |
| Part C2: Pricing data                                              | C2.1 Pricing instructions<br>C2.2 Activity schedule                                             |

Part C3: Scope of work

C3.1 Works Information

Part C4: Site information

C.1.4 Th Employer's agent is:

Name:  
Naomi.Jordaan@transnet.net  
Address: Transnet Engineering  
Bloemfontein  
Tel No. 051-408 2268  
E – mail: Naomi.Jordaan@transnet.net

C.2.1 Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

**1. Stage One - Eligibility with regards to attendance at the compulsory clarification meeting:**

An authorised representative of the tendering entity or a representative of a tendering entity that intends to form a Joint Venture (JV) must attend the compulsory clarification meeting in terms C2.7

**2. Stage Two - Eligibility in terms of the Construction Industry Development Board:**

a) Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, designation of **2GB or higher** class of construction work, are eligible to have their tenders evaluated.

b) Joint Venture (JV)

Joint ventures are eligible to submit tenders subject to the following:

1. every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation of not lower than one level below the required class of construction works under consideration and possesses the required recognition status; and
3. the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a **2 G B** or higher class of construction work or a value determined

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in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations

The tenderer shall provide a certified copy of its signed joint venture agreement.

### **3. Stage Three - Employees Certificate working on heights**

As per regulation of Occupational Health and Safety Act 85 of 1993 under Construction Regulation 10

### **4. Stage four – Functionality: n/a**

Simple/Straightforward/Routine work – where tasks or activities are straightforward in nature in terms of which inputs are relatively well know and outputs can be readily defined – Functionality cannot be specified for this class of work or type of work

***Any tenderer that fails to meet the stipulated pre-qualifying criteria will be regarded as an unacceptable tender***

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The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. **Tenderers must complete and sign the attendance register.** Addenda will be issued to, and tenders will only be received from those tendering entities including those entities that intend forming a joint venture appearing on the attendance register.

Tenderers are also **required to bring their RFQ document to the briefing session and have their returnable document T2.2-01 Certificate of attendance** signed off by the Employer's authorised representative.

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No alternative tender offers will be considered.

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C.2.13.3 Each tender offer shall be in the **English Language**.

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C.2.13.5 The *Employer's* details and identification details that are to be shown on each tender  
C2.15.1 offer are as follows:

Identification details:

The tender documents must be uploaded with:

- Name of Tenderer:
- Contact person and details:
- The Tender Number:
- The Tender Description

Documents must be marked for the attention of:

***Employer's Agent: Naomi Jordaan***

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C.2.13.9 Telephonic, telegraphic, facsimile or e-mailed tender offers will not be accepted.

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C.2.15 The closing time for submission of tender offers is:

Time: **12:00am** on **07 OCTOBER 2026**

Location: The Transnet e-Tender Submission Portal:

(<https://transnetetenders.azurewebsites.net>);

**NO LATE TENDERS WILL BE ACCEPTED**

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C.2.16 The tender offer validity period is **12 weeks calendar days** after the closing date. Tenderers are to note that they may be requested to extend the validity period of their tender, on the same terms and conditions, if Transnet's internal evaluation and governance approval processes has not been finalised within the validity period.

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- C.2.23 The tenderer is required to submit with his tender:
1. A valid Tax Clearance Certificate issued by the South African Revenue Services.  
**Tenderers also to provide Transnet with a TCS PIN to verify Tenderers compliance status.**
  2. A **valid B-BBEE Certificate** from a Verification Agency accredited by the South African Accreditation System [**SANAS**], or a **sworn affidavit** confirming annual turnover and level of black ownership, in line with the code of good practice, together with the tender;
  3. A valid CIDB in the correct designated grading.
  4. Proof of registration on the Central Supplier Database.
  5. Letter of Good Standing with the Workmen's compensation fund by the tendering entity or separate Letters of Good Standing from all members of a newly constituted JV.

**Note:** Refer to Section T2.1 for List of Returnable Documents

- C3.11 The minimum number of evaluation points for functionality is **N/A**

The procedure for the evaluation of responsive tenders is Price and Specific goals: 80/20

- C.3.11.1 Only tenders that achieve the minimum qualifying score for functionality will be evaluated further in accordance with the 80/20 preference points systems as described in Preferential Procurement Regulations.

80 where the financial value of one or more responsive tenders received have a value equal to or below R50 million, inclusive of all applicable taxes,

| Thresholds                | Minimum Threshold |
|---------------------------|-------------------|
| Technical / functionality | N/A               |

| Evaluation Criteria               | Final Weighted Scores |
|-----------------------------------|-----------------------|
| Price and Total Cost of Ownership | 80                    |
| Specific goals - Scorecard        | 20                    |
| <b>TOTAL SCORE:</b>               | <b>100</b>            |

Up to 100 minus  $W_1$  tender evaluation points will be awarded to tenderers who complete the preferencing schedule and who are found to be eligible for the preference claimed. **Should the evidence required for any of the Specific Goals applicable in this tender not be provided, a tenderer will score zero preference points for that particular "Specific Goal".**

In terms of Transnet Preferential Procurement Policy (TPPP) and Procurement Manuals, the following preference points must be awarded to a bidder who provides the relevant required evidence for claiming points

| DESCRIPTION                                               | POINTS |
|-----------------------------------------------------------|--------|
| PRICE                                                     | 80     |
| Specific Goals                                            | 20     |
| B-BBEE Level of contributor (1 or 2)                      | 5      |
| 51% Black Youth Owned Entities                            | 5      |
| 30% Black women Owned entities                            | 5      |
| Entities Owned by People with Disability (PWD)            | 5      |
| Non-Compliant and/or B-BBEE Level 3-8 contributors        | 0      |
| Total points for Price and Specific Goals must not exceed | 100    |

**The following Table represents the evidence to be submitted for claiming preference points for applicable specific goals in a particular tender:**

| Specific Goals                                 | Acceptable Evidence                                                                                                                 |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| B-BBEE                                         | B-BBEE Certificate / Sworn-Affidavit B-BBEE Cert case of JV, a consolidate scorecard will be accepted DTIC guidelines               |
| 30% Black Women Owned Entities                 | B-BBEE Certificate / Sworn-Affidavit / CIPC B-BB Certificate (in case of JV, a consolidate scorecard accept) as per DTIC guidelines |
| 51% Black Youth Owned Entities                 | Certified copy of ID Documents of the Owners a Certificate / Affidavit (in case of JV, a consolidate will be accept)                |
| Entities Owned by People with Disability (PWD) | Certified copy of ID Documents of the Owners / Doctor's note and /or EEA1 form confirming the disability                            |

The maximum points for this bid are allocated as follows:

| <b><u>DISCRIPTION</u></b>                                 | <b><u>POINTS</u></b> |
|-----------------------------------------------------------|----------------------|
| PRICE                                                     | 80                   |
| SELECTED SPECIFIC GOALS                                   | 20                   |
| B-BBEE Level of contributor (1 or 2)                      | [5]                  |
| Entities Owned by People with Disability (PWD)            | [5]                  |
| 50% Black Youth Owned Entities                            | [5]                  |
| 30% Black women-owned entities                            | [5]                  |
| Non-Compliant and/or B-BBEE Level 3-8 contributors        | [0]                  |
| Total points for Price and Specific Goals must not exceed | 100                  |

**Note:** Transnet reserves the right to carry out an independent audit of the tenderer's scorecard components at any stage from the date of close of the tenders until completion of the contract.

C.3.13 Tender offers will only be accepted if:

1. The tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
2. the tenderer does not appear on Transnet's list for restricted tenderers and National Treasury's list of Tender Defaulters;
3. the tenderer has fully and properly completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the

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tenderer's ability to perform the contract in the best interests of the Employer or potentially compromise the tender process and persons in the employ of the state.

4. Transnet reserves the right to award the tender to the tenderer who scores the highest number of points overall, unless there are **objective criteria** which will justify the award of the tender to another tenderer. Objective criteria include but are not limited to the outcome of a due diligence exercise to be conducted. The due diligence exercise may take the following factors into account inter alia;

the tenderer:

- a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- b) is not undergoing a process of being restricted by Transnet or other state institution that Transnet may be aware of,
- c) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- d) has the legal capacity to enter into the contract,
- e) is not insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,
- f) complies with the legal requirements, if any, stated in the tender data and
- g) is able, in the option of the employer to perform the contract free of conflicts of interest.

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C.3.17 The number of paper copies of the signed contract to be provided by the Employer is 1 (one).

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## **T2.1 List of Returnable Documents**

### **2.1.1 These schedules are required for pre-qualification and eligibility purposes:**

- T2.2-01 **Compulsory Certificate of Attendance of Site Briefing**
- T2.2-02 **CIDB Grading Designation**
- T2.2-03 **Employees Certificate working on heights**

### **2.1.2 Returnable Schedules:**

#### **General:**

- T2.2-04 Health and Safety Questionnaire
- T2.2-05 Authority to submit tender
- T2.2-06 Record of addenda to tender documents
- T2.2-07 Letter of Good Standing
- T2.2-08 Risk Elements
- T2.2-09 Availability of equipment and other resources
- T2.2-10 Subcontracting Form

Valid proof of Respondent's compliance to Specific Goals evidence (Preference Claim Form) requirements stipulated in SBD6.1.

#### **Agreement and Commitment by Tenderer:**

- T2.2-11 Certificate of Acquaintance with Tender Document
- T2.2-12 CIDB SFU ANNEX G Compulsory Enterprise Questionnaire
- T2.2-13 Non-Disclosure Agreement
- T2.2-14 RFQ – Breach of Law
- T2.2-15 RFQ Declaration Form
- T2.2-16 Supplier Code of Conduct
- T2.2-17 Service Provider Integrity Pact
- T2.2-18 Forecast Rate of Invoicing

### **1.3.2 Bonds/Guarantees/Financial/Insurance:**

- T2.2-19 Insurance provided by the Contractor
- T2.2-20 One (1) year audited financial statements
- T2.2-21 SBD1 Form

**2.2 C1.1 Offer portion of Form of Offer & Acceptance**

**2.3 C1.2 Contract Data**

**2.4 C1.3 Forms of Securities**

**2.5 C2.1 Pricing Instructions**

**2.6 C2.2 Activity Schedule**

## T2.2-01: Eligibility Criteria Schedule:

### Compulsory Certificate of Attendance at Tender Clarification Meeting

This is to certify that

(Company Name)

Represented  
by:

(Name and  
Surname)

Was represented at the compulsory tender clarification meeting

|           |  |                |
|-----------|--|----------------|
| Held at:  |  |                |
| On (date) |  | Starting time: |

#### Particulars of person(s) attending the meeting:

Name

Signature

Capacity

#### Attendance of the above company at the meeting was confirmed:

Name

Signature

**For and on Behalf of the  
*Employers Agent.***

Date

## T2.2-02: Eligibility Criteria Schedule - CIDB Grading Designation

### Note to tenderers:

Tenderers are to indicate their CIDB Grading by filling in the table below. **Attach a copy of the CIDB Grading Designation or evidence of being capable of being so registered.**

| CRS Number | Status | Grading | Expiry Date |
|------------|--------|---------|-------------|
|            |        |         |             |

1. Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a 2GB class of construction work, are eligible to have their tenders evaluated.

### 2. Joint Venture (JV)

Joint ventures are eligible to submit tenders subject to the following:

1. every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation of not lower than one level one level below the required grading designation in the class of construction works under consideration and possesses the required recognition status; and
3. the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a 2ME class of construction work or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations
4. the Contractor shall provide the employer with a certified copy of its signed joint venture agreement;
5. and in the event that the joint venture is an 'Incorporated Joint Venture' the Memorandum of Incorporation to be provided within 4 (four) weeks of the Contract Date

## T2.2.03 Employees Certificate working on heights

### Note to tenderers:

Tenderers are required to submit a certificate from employees to work on heights.

### Index of documentation attached to this schedule

|   | DOCUMENT NAME |
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## T2.2-04: Health and Safety Questionnaire

### Health, Safety Questionnaire

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|--|--|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------------------------------------------------------------------------------|
| <b>1. SAFE WORK PERFORMANCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| 1A. Injury Experience / Historical Performance - Alberta                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Use the previous three years injury and illness records to complete the following:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Year                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Number of medical treatment cases                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Number of restricted workday cases                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Number of lost time injury cases                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Number of fatal injuries                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Total recordable frequency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Lost time injury frequency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Number of worker manhours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| <table border="1"> <tr> <td>1 - Medical Treatment Case</td> <td>Any occupational injury or illness requiring treatment provided by a physician or treatment provided under the direction of a physician</td> </tr> <tr> <td>2 – Restricted Workday Case</td> <td>Any occupational injury or illness that prevents a worker from performing any of his/her craft jurisdiction duties</td> </tr> <tr> <td>3 – Lost Time injury Cases</td> <td>Any occupational injury that prevents the worker from performing any work for at least one day</td> </tr> <tr> <td>4 – Total Recordable Frequency</td> <td>Total number of Medical Treatment, Restricted Work and Lost Time Injury cases multiplied by 200,000 then divided by total manhours</td> </tr> <tr> <td>5- Lost Time Injury Frequency</td> <td>Total number of Lost Time Injury cases multiplied by 200,000 then divide by total manhours</td> </tr> </table> |                                                                                                                                         |  |  | 1 - Medical Treatment Case | Any occupational injury or illness requiring treatment provided by a physician or treatment provided under the direction of a physician | 2 – Restricted Workday Case | Any occupational injury or illness that prevents a worker from performing any of his/her craft jurisdiction duties | 3 – Lost Time injury Cases | Any occupational injury that prevents the worker from performing any work for at least one day | 4 – Total Recordable Frequency | Total number of Medical Treatment, Restricted Work and Lost Time Injury cases multiplied by 200,000 then divided by total manhours | 5- Lost Time Injury Frequency | Total number of Lost Time Injury cases multiplied by 200,000 then divide by total manhours |
| 1 - Medical Treatment Case                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Any occupational injury or illness requiring treatment provided by a physician or treatment provided under the direction of a physician |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| 2 – Restricted Workday Case                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Any occupational injury or illness that prevents a worker from performing any of his/her craft jurisdiction duties                      |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| 3 – Lost Time injury Cases                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Any occupational injury that prevents the worker from performing any work for at least one day                                          |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| 4 – Total Recordable Frequency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Total number of Medical Treatment, Restricted Work and Lost Time Injury cases multiplied by 200,000 then divided by total manhours      |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| 5- Lost Time Injury Frequency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Total number of Lost Time Injury cases multiplied by 200,000 then divide by total manhours                                              |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| 1B. Workers' Compensation Experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |
| Use the previous three years injury and illness records to complete the following (if applicable):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                         |  |  |                            |                                                                                                                                         |                             |                                                                                                                    |                            |                                                                                                |                                |                                                                                                                                    |                               |                                                                                            |

|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|--|
| Industry Code:                                                                                                                                                              |                                                                                                                                                                                                                       | Industry Classification:                                    |  |
| Year                                                                                                                                                                        |                                                                                                                                                                                                                       |                                                             |  |
| Industry Rate                                                                                                                                                               |                                                                                                                                                                                                                       |                                                             |  |
| Contractor Rate                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
| % Discount or Surcharge                                                                                                                                                     |                                                                                                                                                                                                                       |                                                             |  |
| Is your Workers' Compensation account in good standing?<br>(Please provide letter of confirmation)                                                                          |                                                                                                                                                                                                                       | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <b>2. CITATIONS</b>                                                                                                                                                         |                                                                                                                                                                                                                       |                                                             |  |
| 2A.                                                                                                                                                                         | Has your company been cited, charged or prosecuted under Health, Safety and/or Environmental Legislation in the last 5 years?<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, provide details: |                                                             |  |
|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
| 2B.                                                                                                                                                                         | Has your company been cited, charged or prosecuted under the above Legislation in another Country, Region or State?<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>If yes, provide details:           |                                                             |  |
|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
|                                                                                                                                                                             |                                                                                                                                                                                                                       |                                                             |  |
| <b>3. CERTIFICATE OF RECOGNITION</b>                                                                                                                                        |                                                                                                                                                                                                                       |                                                             |  |
| Does your company have a Certificate of Recognition?<br><input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what is the Certificate No. _____ Issue Date _____ |                                                                                                                                                                                                                       |                                                             |  |

#### 4. SAFETY PROGRAM

Do you have a written safety program manual? ☐ Yes ☐ No

If Yes, provide a copy for review

Do you have a pocket safety booklet for field distribution? ☐ Yes ☐ No

If Yes, provide a copy for review

Does your safety program contain the following elements:

|                               | YES                      | NO                       |                           | YES                      | NO                       |
|-------------------------------|--------------------------|--------------------------|---------------------------|--------------------------|--------------------------|
| CORPORATE SAFETY POLICY       | <input type="checkbox"/> | <input type="checkbox"/> | EQUIPMENT MAINTENANCE     | <input type="checkbox"/> | <input type="checkbox"/> |
| INCIDENT NOTIFICATION POLICY  | <input type="checkbox"/> | <input type="checkbox"/> | EMERGENCY RESPONSE        | <input type="checkbox"/> | <input type="checkbox"/> |
| RECORDKEEPING & STATISTICS    | <input type="checkbox"/> | <input type="checkbox"/> | HAZARD ASSESSMENT         | <input type="checkbox"/> | <input type="checkbox"/> |
| REFERENCE TO LEGISLATION      | <input type="checkbox"/> | <input type="checkbox"/> | SAFE WORK PRACTICES       | <input type="checkbox"/> | <input type="checkbox"/> |
| GENERAL RULES & REGULATIONS   | <input type="checkbox"/> | <input type="checkbox"/> | SAFE WORK PROCEDURES      | <input type="checkbox"/> | <input type="checkbox"/> |
| PROGRESSIVE DISCIPLINE POLICY | <input type="checkbox"/> | <input type="checkbox"/> | WORKPLACE INSPECTIONS     | <input type="checkbox"/> | <input type="checkbox"/> |
| RESPONSIBILITIES              | <input type="checkbox"/> | <input type="checkbox"/> | INVESTIGATION PROCESS     | <input type="checkbox"/> | <input type="checkbox"/> |
| PPE STANDARDS                 | <input type="checkbox"/> | <input type="checkbox"/> | TRAINING POLICY & PROGRAM | <input type="checkbox"/> | <input type="checkbox"/> |
| ENVIRONMENTAL STANDARDS       | <input type="checkbox"/> | <input type="checkbox"/> | COMMUNICATION PROCESSES   | <input type="checkbox"/> | <input type="checkbox"/> |
| MODIFIED WORK PROGRAM         | <input type="checkbox"/> | <input type="checkbox"/> |                           |                          |                          |

#### 5. TRAINING PROGRAM

5A. Do you have an orientation program for new hire employees? ☐ Yes ☐ No

If Yes, include a course outline. Does it include any of the following:

|                               | YES                      | NO                       |                              | YES                      | NO                       |
|-------------------------------|--------------------------|--------------------------|------------------------------|--------------------------|--------------------------|
| GENERAL RULES & REGULATIONS   | <input type="checkbox"/> | <input type="checkbox"/> | CONFINED SPACE ENTRY         | <input type="checkbox"/> | <input type="checkbox"/> |
| EMERGENCY REPORTING           | <input type="checkbox"/> | <input type="checkbox"/> | TRENCHING & EXCAVATION       | <input type="checkbox"/> | <input type="checkbox"/> |
| INJURY REPORTING              | <input type="checkbox"/> | <input type="checkbox"/> | SIGNS & BARRICADES           | <input type="checkbox"/> | <input type="checkbox"/> |
| LEGISLATION                   | <input type="checkbox"/> | <input type="checkbox"/> | DANGEROUS HOLES & OPENINGS   | <input type="checkbox"/> | <input type="checkbox"/> |
| RIGHT TO REFUSE WORK          | <input type="checkbox"/> | <input type="checkbox"/> | RIGGING & CRANES             | <input type="checkbox"/> | <input type="checkbox"/> |
| PERSONAL PROTECTIVE EQUIPMENT | <input type="checkbox"/> | <input type="checkbox"/> | MOBILE VEHICLES              | <input type="checkbox"/> | <input type="checkbox"/> |
| EMERGENCY PROCEDURES          | <input type="checkbox"/> | <input type="checkbox"/> | PREVENTATIVE MAINTENANCE     | <input type="checkbox"/> | <input type="checkbox"/> |
| PROJECT SAFETY COMMITTEE      | <input type="checkbox"/> | <input type="checkbox"/> | HAND & POWER TOOLS           | <input type="checkbox"/> | <input type="checkbox"/> |
| HOUSEKEEPING                  | <input type="checkbox"/> | <input type="checkbox"/> | FIRE PREVENTION & PROTECTION | <input type="checkbox"/> | <input type="checkbox"/> |
| LADDERS & SCAFFOLDS           | <input type="checkbox"/> | <input type="checkbox"/> | ELECTRICAL SAFETY            | <input type="checkbox"/> | <input type="checkbox"/> |
| FALL ARREST STANDARDS         | <input type="checkbox"/> | <input type="checkbox"/> | COMPRESSED GAS CYLINDERS     | <input type="checkbox"/> | <input type="checkbox"/> |
| AERIAL WORK PLATFORMS         | <input type="checkbox"/> | <input type="checkbox"/> | WEATHER EXTREMES             | <input type="checkbox"/> | <input type="checkbox"/> |

5B. Do you have a program for training newly hired or promoted supervisors? ☐ Yes ☐ No

(If Yes, submit an outline for evaluation. Does it include instruction on the following:

|                           | Yes                      | No                       |                                 | Yes                      | No                       |
|---------------------------|--------------------------|--------------------------|---------------------------------|--------------------------|--------------------------|
| EMPLOYER RESPONSIBILITIES | <input type="checkbox"/> | <input type="checkbox"/> | SAFETY COMMUNICATION            | <input type="checkbox"/> | <input type="checkbox"/> |
| EMPLOYEE RESPONSIBILITIES | <input type="checkbox"/> | <input type="checkbox"/> | FIRST AID/MEDICAL PROCEDURES    | <input type="checkbox"/> | <input type="checkbox"/> |
| DUE DILIGENCE             | <input type="checkbox"/> | <input type="checkbox"/> | NEW WORKER TRAINING             | <input type="checkbox"/> | <input type="checkbox"/> |
| SAFETY LEADERSHIP         | <input type="checkbox"/> | <input type="checkbox"/> | ENVIRONMENTAL REQUIREMENTS      | <input type="checkbox"/> | <input type="checkbox"/> |
| WORK REFUSALS             | <input type="checkbox"/> | <input type="checkbox"/> | HAZARD ASSESSMENT               | <input type="checkbox"/> | <input type="checkbox"/> |
| INSPECTION PROCESSES      | <input type="checkbox"/> | <input type="checkbox"/> | PRE-JOB SAFETY INSTRUCTION      | <input type="checkbox"/> | <input type="checkbox"/> |
| EMERGENCY PROCEDURES      | <input type="checkbox"/> | <input type="checkbox"/> | DRUG & ALCOHOL POLICY           | <input type="checkbox"/> | <input type="checkbox"/> |
| INCIDENT INVESTIGATION    | <input type="checkbox"/> | <input type="checkbox"/> | PROGRESSIVE DISCIPLINARY POLICY | <input type="checkbox"/> | <input type="checkbox"/> |
| SAFE WORK PROCEDURES      | <input type="checkbox"/> | <input type="checkbox"/> | SAFE WORK PRACTICES             | <input type="checkbox"/> | <input type="checkbox"/> |
| SAFETY MEETINGS           | <input type="checkbox"/> | <input type="checkbox"/> | NOTIFICATION REQUIREMENTS       | <input type="checkbox"/> | <input type="checkbox"/> |

## 6. SAFETY ACTIVITIES

Do you conduct safety inspections?

Yes No Weekly Monthly Quarterly

☐ ☐ ☐ ☐ ☐

Describe your safety inspection process (include participation, documentation requirements, follow-up, report distribution).

Who follows up on inspection action items?

Do you hold site safety meetings for field employees? If Yes, how often?

Yes No Daily Weekly Biweekly

☐ ☐ ☐ ☐ ☐

Do you hold site meetings where safety is addressed with management and field supervisors?

Yes No Weekly Biweekly Monthly

☐ ☐ ☐ ☐ ☐

Is pre-job safety instruction provided before to each new task? ☐ Yes ☐ No

Is the process documented? ☐ Yes ☐ No

Who leads the discussion?

Do you have a hazard assessment process? ☐ Yes ☐ No

- Are hazard assessments documented? If yes, how are hazard assessments communicated and implemented on each project? Who is responsible for leading the hazard assessment process?

Does your company have policies and procedures for environmental protection, spill clean-up, reporting, waste disposal, and recycling as part of the Health & Safety Program?

☐ Yes ☐ No

How does your company measure its H&S success?

- Attach separate sheet to explain

## 7. SAFETY STEWARDSHIP

## 7A Are incident reports and report summaries sent to the following and how often?

|                          | Yes                      | No                       | Monthly                  | Quarterly                | Annually                 |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Project/Site Manager     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Managing Director        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Safety Director/Manager  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| /Chief Executive Officer | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## 7B How are incident records and summaries kept? How often are they reported internally?

|                                          | Yes                      | No                       | Monthly                  | Quarterly                | Annually                 |
|------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Incidents totaled for the entire company | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Incidents totaled by project             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Subtotaled by superintendent           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Subtotaled by foreman                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## 7C How are the costs of individual incidents kept? How often are they reported internally?

|                                         | Yes                      | No                       | Monthly                  | Quarterly                | Annually                 |
|-----------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Costs totaled for the entire company    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Costs totaled by project                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Subtotaled by superintendent          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Subtotaled by foreman/general foreman | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

## 7D Does your company track non-injury incidents?

|                 | Yes                      | No                       | Monthly                  | Quarterly                | Annually                 |
|-----------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Near Miss       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Property Damage | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Fire            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Security        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Environmental   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**8 PERSONNEL**

List key health and safety officers planned for this project. Attach resume.

| Name | Position/Title | Designation |
|------|----------------|-------------|
|      |                |             |

Supply name, address and phone number of your company's corporate health and safety representative. Does this individual have responsibilities other than health, safety and environment?

| Name | Address | Telephone Number |
|------|---------|------------------|
|      |         |                  |

Other responsibilities:

**9 REFERENCES**

List the last three company's your form has worked for that could verify the quality and management commitment to your occupational Health &amp; Safety program

| Name and Company | Address | Phone Number |
|------------------|---------|--------------|
|                  |         |              |
|                  |         |              |
|                  |         |              |

## T2.2-05: Authority to submit a Tender

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for his category of organization or alternatively attach a certified copy of a company / organization document which provides the same information for the relevant category as requested here.

| A - COMPANY | B - PARTNERSHIP | C - JOINT VENTURE | D - SOLE PROPRIETOR |
|-------------|-----------------|-------------------|---------------------|
|             |                 |                   |                     |

### A. Certificate for Company

I, \_\_\_\_\_ chairperson of the board of directors \_\_\_\_\_  
\_\_\_\_\_, hereby confirm that by resolution of the  
board taken on \_\_\_\_\_ (date), Mr/Ms \_\_\_\_\_,  
acting in the capacity of \_\_\_\_\_, was authorised to sign all  
documents in connection with this tender offer and any contract resulting from it on behalf of  
the company.

Signed

Date

Name

Position

Chairman of the Board of Directors

---

## B. Certificate for Partnership

We, the undersigned, being the **key partners** in the business trading as \_\_\_\_\_

\_\_\_\_\_ hereby authorise Mr/Ms \_\_\_\_\_

acting in the capacity of \_\_\_\_\_, to sign all documents in connection with the tender offer for Contract \_\_\_\_\_ and any contract resulting from it on our behalf.

| Name | Address | Signature | Date |
|------|---------|-----------|------|
|      |         |           |      |
|      |         |           |      |
|      |         |           |      |
|      |         |           |      |

**NOTE:** This certificate is to be completed and signed by the full number of Partners necessary to commit the Partnership. Attach additional pages if more space is required.

### C. Certificate for Joint Venture

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms \_\_\_\_\_, an authorised signatory of the company \_\_\_\_\_, acting in the capacity of lead partner, to sign all documents in connection with the tender offer for Contract \_\_\_\_\_ and any contract resulting from it on our behalf.

This authorization is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.

Furthermore, we attach to this Schedule a copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners.

| Name of firm | Address | Authorizing signature, name (in caps) and capacity |
|--------------|---------|----------------------------------------------------|
|              |         |                                                    |
|              |         |                                                    |

### D. Certificate for Sole Proprietor

I, \_\_\_\_\_, hereby confirm that I am the sole owner of the business trading as \_\_\_\_\_.

Signed

Date

Name

Position

Sole Proprietor

## T2.2-06: Record of Addenda to Tender Documents

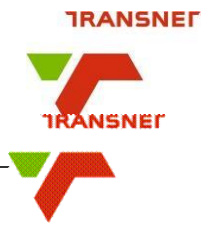
This schedule as submitted confirms that the following communications received from the *Employer* before the submission of this tender offer, amending the tender documents, have been taken into account in this specific tender offer:

|    | Date | Title or Details |
|----|------|------------------|
| 1  |      |                  |
| 2  |      |                  |
| 3  |      |                  |
| 4  |      |                  |
| 5  |      |                  |
| 6  |      |                  |
| 7  |      |                  |
| 8  |      |                  |
| 9  |      |                  |
| 10 |      |                  |
| 11 |      |                  |
| 12 |      |                  |
| 13 |      |                  |
| 14 |      |                  |
| 15 |      |                  |

**Attached to this schedule is the Letter/s of Good Standing.**

- Name of Company/Members of Joint Venture:**

[illegible]



## T2.2-08: Risk Elements

Tenderers to identify and evaluate the potential risk elements associated with the Works and possible mitigation thereof. The risk elements and the mitigation as identified thereof by the Tenderer are to be submitted.

If No Risks are identified "No Risks" must be stated on this schedule.

Tenderers are also to evaluate any risk/s stated by the *Employer* in Contract Data Part C1 and provide possible mitigation thereof.

[illegible]

**Tenders to note: Notwithstanding this information, all costs related to risk elements which are at the Contractor's risk are deemed to be included in the tenderer's offered total of the Prices.**



## T2.2-10: Schedule of Proposed Subcontractors

The tenderer is required to provide details of all the sub-contractors that will be utilized in the execution of the *works*.

**Note to tenderers:**

- In terms of PPPFA Regulation 6 (5), A tenderer may not be awarded points for B-BBEE status level of contributor if the tender documents indicate that the tenderer intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points that the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.
- In terms of PPPFA Regulation 12 (3), A person awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor that the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the contract.

**Tenderer to note that after award, any deviations from this list of proposed sub-contractors will be subject to acceptance by the *Project Manager* in terms of the Conditions of Contract.**

Provide information of the Sub-contractors below:

| Name of Proposed Subcontractor |                          |                          | Address                  |                          | Nature of work           |                                        | Amount of Worked | Percentage of work       |
|--------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|----------------------------------------|------------------|--------------------------|
|                                |                          |                          |                          |                          |                          |                                        |                  |                          |
| % Black Owned                  | EME                      | QSE                      | Youth                    | Women                    | Disabilities             | Rural/ Underdeveloped areas/ Townships |                  | Military Veterans        |
|                                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>               |                  | <input type="checkbox"/> |

| Name of Proposed Subcontractor |                          |                          | Address                  |                          | Nature of work           |                                        | Amount of Worked | Percentage of work       |
|--------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|----------------------------------------|------------------|--------------------------|
|                                |                          |                          |                          |                          |                          |                                        |                  |                          |
| % Black Owned                  | EME                      | QSE                      | Youth                    | Women                    | Disabilities             | Rural/ Underdeveloped areas/ Townships |                  | Military Veterans        |
|                                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>               |                  | <input type="checkbox"/> |
| Name of Proposed Subcontractor |                          |                          | Address                  |                          | Nature of work           |                                        | Amount of Worked | Percentage of work       |

|                      |            |            |              |              |                     |                                               |                          |
|----------------------|------------|------------|--------------|--------------|---------------------|-----------------------------------------------|--------------------------|
|                      |            |            |              |              |                     |                                               |                          |
| <b>% Black Owned</b> | <b>EME</b> | <b>QSE</b> | <b>Youth</b> | <b>Women</b> | <b>Disabilities</b> | <b>Rural/ Underdeveloped areas/ Townships</b> | <b>Military Veterans</b> |
|                      | □          | □          | □            | □            | □                   | □                                             | □                        |

| Name of Proposed Subcontractor |     |     | Address |       | Nature of work |  | Amount of Worked                       | Percentage of work |                   |
|--------------------------------|-----|-----|---------|-------|----------------|--|----------------------------------------|--------------------|-------------------|
|                                |     |     |         |       |                |  |                                        |                    |                   |
| % Black Owned                  | EME | QSE | Youth   | Women | Disabilities   |  | Rural/ Underdeveloped areas/ Townships |                    | Military Veterans |
|                                | □   | □   | □       | □     | □              |  | □                                      |                    | □                 |

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## T2.2-11 Certificate of Acquaintance with Tender Documents

NAME OF TENDERING ENTITY:

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1. By signing this certificate, I/we acknowledge that I/we have made myself/ourselves thoroughly familiar with and agree with all the conditions governing this RFP. This includes those terms and conditions of the Contract, the Supplier Integrity Pact, Non-Disclosure Agreement etc. contained in any printed form stated to form part of the documents thereof, but not limited to those listed in this clause.
2. I/we furthermore agree that Transnet SOC Ltd shall recognize no claim from me/us for relief based on an allegation that I/we overlooked any tender/contract condition or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.
3. I/we understand that the accompanying Tender will be disqualified if this Certificate is found not to be true and complete in every respect.
4. For the purposes of this Certificate and the accompanying Tender, I/we understand that the word "competitor" shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:
  - a) has been requested to submit a Tender in response to this Tender invitation.
  - b) could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities or experience; and
  - c) provides the same Services as the Tenderer and/or is in the same line of business as the Tenderer
5. The Tenderer has arrived at the accompanying Tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive Tendering.
6. In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - a) prices;

- 
- b) geographical area where Services will be rendered [market allocation]
  - c) methods, factors or formulas used to calculate prices;
  - d) the intention or decision to submit or not to submit, a Tender;
  - e) the submission of a tender which does not meet the specifications and conditions of the tender; or
  - f) Tendering with the intention not winning the tender.
7. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the Services to which this tender relates.
8. The terms of the accompanying tender have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.
9. I/We am/are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders 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. In addition, Tenderers that submit suspicious tenders may be restricted from conducting business with the public sector for a period not exceeding 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

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SIGNATURE OF TENDERER

## **T2.2-12: ANNEX G Compulsory Enterprise Questionnaire**

The following particulars hereunder must be furnished.

In the case of a Joint Venture, separate enterprise questionnaires in respect of each partner/member must be completed and submitted.

**Section 1: Name of enterprise:** \_\_\_\_\_

**Section 2: VAT registration number, if any:** \_\_\_\_\_

**Section 3: CIDB registration number, if any:** \_\_\_\_\_

**Section 4: CSD number:** \_\_\_\_\_

**Section 5: Particulars of sole proprietors and partners in partnerships**

| Name | Identity number | Personal income tax number |
|------|-----------------|----------------------------|
|      |                 |                            |
|      |                 |                            |
|      |                 |                            |

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 6: Particulars of companies and close corporations**

Company registration number \_\_\_\_\_

Close corporation number \_\_\_\_\_

Tax reference number: \_\_\_\_\_

**Section 7: The attached SBD4 must be completed for each tender and be attached as a tender requirement.**

**Section 8: The attached SBD 6 must be completed for each tender and be attached as a requirement.**

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

|                       |                |
|-----------------------|----------------|
| Signed                | Date           |
| Name _____            | Position _____ |
| Enterprise name _____ |                |

**SBD 6.1**

**PREFERENCE POINTS CLAIM FORM**

This preference form must form part of all bids invited. It contains general information and serves as a claim for preference points for Specific Goals contribution. Transnet will award preference points to companies who provide valid proof of evidence as per the table of evidence in paragraph 4.1 below.

**1. GENERAL CONDITIONS**

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

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

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

1.3 Preference points for this bid shall be awarded for:

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

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

|                                                          | <b>POINTS</b> |
|----------------------------------------------------------|---------------|
| <b>PRICE</b>                                             | <b>80</b>     |
| <b>SPECIFIC GOALS</b>                                    | <b>20</b>     |
| B-BBEE Level of contributor (1 or 2) = 5                 |               |
| Entities Owned by People with Disability (PWD) =5        |               |
| 50% Black Youth Owned Entities =5                        |               |
| 30% Black women-owned entities =5                        |               |
| Non-Compliant and/or B-BBEE Level 3-8 contributors =0    |               |
| <b>Total points for Price and B-BBEE must not exceed</b> | <b>100</b>    |

- 1.5 Failure on the part of a bidder to submit proof of evidence required for any of the specific goals together with the bid will be interpreted to mean that preference points for that specific goal are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

## 2. DEFINITIONS

- (a) **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (d) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the supply/provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- (e) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (f) **"EME"** means an Exempted Micro Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (g) **"functionality"** means the ability of a bidder to provide goods or services in accordance with specification as set out in the bid documents
- (h) **"Price"** includes all applicable taxes less all unconditional discounts.
- (i) **"Proof of B-BBEE Status Level of Contributor"**
  - i) the B-BBBEE status level certificate issued by an authorized body or person;
  - ii) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
  - iii) any other requirement prescribed in terms of the B-BBEE Act.
- (j) **"QSE"** means a Qualifying Small Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (k) **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties.
- (l) **"Specific goals"** means targeted advancement areas or categories of persons or groups either previously disadvantaged or falling within the scope of the Reconstruction and Development Program identified by Transnet to be given preference in allocation of procurement contracts in line with section 2(1) of the

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PPPFA.

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

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

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

**80/20**

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

Where

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

$P_{\min}$  = Comparative price of lowest acceptable bid

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

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

4.2

| Specific Goals                  | Acceptable Evidence                                                                                                                                                                               |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B-BBEE Status contributor       | B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline                                                  |
| +50% Black Youth Owned Entities | Certified copy of ID Documents of the Owners and B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline |

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

| Enterprise             | B-BBEE Certificate & Sworn Affidavit                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Large</b>           | Certificate issued by SANAS accredited verification agency                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>QSE</b>             | Certificate issued by SANAS accredited verification agency<br>Sworn Affidavit signed by the authorized QSE representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership (only black-owned QSEs - 51% to 100% Black owned)<br>[Sworn affidavits must substantially comply with the format that can be obtained on the DTI's website at <a href="http://www.dti.gov.za/economic_empowerment/bee_codes.jsp">www.dti.gov.za/economic_empowerment/bee_codes.jsp</a> .] |
| <b>EME<sup>1</sup></b> | Sworn Affidavit signed by the authorized EME representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership<br>Certificate issued by CIPC (formerly CIPRO) confirming annual turnover and black ownership<br>Certificate issued by SANAS accredited verification agency only if the EME is being measured on the QSE scorecard                                                                                                                                      |

<sup>1</sup> In terms of the Implementation Guide: Preferential Procurement Regulations, 2017, Version 2, paragraph 11.11 provides that in the Transport Sector, EMEs can provide a letter from accounting officer or get verified and be issued with a B-BBEE certificate by SANAS accredited professional or agency as the Transport Sector Code has not been aligned to the generic Codes. EMEs in the Transport Sector are not allowed to provide a sworn affidavit as the generic codes are not applicable to them.

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

## 5. BID DECLARATION

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

## 6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 6.1

- 6.1 B-BBEE Status Level of Contribution: 1 O R 2 = (maximum of 15 points)  
(Points claimed in respect of paragraph 6.1 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 |  | NO |  |
|-----|--|----|--|

- 7.1.1 If yes, indicate:

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

**(Tick applicable box)**

|     |  |    |  |
|-----|--|----|--|
| YES |  | NO |  |
|-----|--|----|--|



## 8. DECLARATION WITH REGARD TO COMPANY/FIRM

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

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
  - ☐ One person business/sole propriety
  - ☐ Close corporation
  - ☐ Company
  - ☐ (Pty) Limited
- [TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

8.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional Service provider
- ☐ Other Service providers, e.g. transporter, etc. [TICK APPLICABLE BOX]

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

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of

contribution indicated in paragraphs 1.4 and 6.1 of the foregoing certificates, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If a bidder submitted false information regarding its B-BBEE status level of contributor, which will affect or has affected the evaluation of a bid, or where a bidder has failed to declare any subcontracting arrangements or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favorable arrangements due to such cancellation;
  - (d) if the successful bidder subcontracted a portion of the bid to another person without disclosing it, Transnet reserves the right to penalize the bidder up to 10 percent of the value of the contract;
  - (e) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audit alteram partem (hear the other side) rule has been applied; and
  - (f) forward the matter for criminal prosecution.

WITNESSES

1. ....

2. ....

.....

SIGNATURE(S) OF BIDDERS(S)

DATE: .....

## 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>2</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 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

<sup>2</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.

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|           |        |
|-----------|--------|
| 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>3</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 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.

<sup>3</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.

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 bid

---

## T2.2-13 NON-DISCLOSURE AGREEMENT

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**Note to tenderers: This Non-Disclosure Agreement is to be completed and signed by an authorized signatory:**

**THIS AGREEMENT** is made effective as of ..... day of ..... 20.....by and between:

**TRANSNET SOC LTD**

(Registration No. 1990/000900/30), a company incorporated and existing under the laws of South Africa, having its principal place of business at Transnet Corporate Centre 138 Eloff Street, Braamfontein, Johannesburg 2000

**and**

.....

(Registration No .....), a private company incorporated and existing under the laws of South Africa having its principal place of business at

.....

.....

**WHEREAS**

Transnet and the Company wish to exchange Information [as defined below] and it is envisaged that each party may from time to time receive Information relating to the other in respect thereof. In consideration of each party making available to the other such Information, the parties jointly agree that any dealings between them shall be subject to the terms and conditions of this Agreement which themselves will be subject to the parameters of the Tender Document.

**IT IS HEREBY AGREED**

**1. INTERPRETATION**

In this Agreement:

- 1.1 **Agents** mean directors, officers, employees, agents, professional advisers, contractors or sub-contractors, or any Group member;
- 1.2 **Bid or Bid Document** (hereinafter Tender) means Transnet's Request for Information [**RFI**] Request for Proposal [**RFP**] or Request for Quotation [**RFQ**], as the case may be;
- 1.3 **Confidential Information** means any information or other data relating to one party [the **Disclosing Party**] and/or the business carried on or proposed or intended to be carried on by that party and which is made available for the purposes of the Bid to the other party [the **Receiving Party**] or its Agents by the Disclosing Party or its Agents or recorded in agreed minutes following oral disclosure and any other information otherwise made available by the Disclosing Party or its Agents to the Receiving Party or its Agents, whether before, on or after the date of this Agreement, and whether in writing or otherwise,

- 
- 1.4 including any information, analysis or specifications derived from, containing or reflecting such information but excluding information which:
- 1.4.1 is publicly available at the time of its disclosure or becomes publicly available [other than as a result of disclosure by the Receiving Party or any of its Agent's contrary to the terms of this Agreement]; or
- 1.4.2 was lawfully in the possession of the Receiving Party or its Agents [as can be demonstrated by its written records or other reasonable evidence] free of any restriction as to its use or disclosure prior to its being so disclosed; or
- 1.4.3 following such disclosure, becomes available to the Receiving Party or its Agents [as can be demonstrated by its written records or other reasonable evidence] from a source other than the Disclosing Party or its Agents, which source is not bound by any duty of confidentiality owed, directly or indirectly, to the Disclosing Party in relation to such information;
- 1.5 **Group** means any subsidiary, any holding company and any subsidiary of any holding company of either party; and
- 1.6 **Information** means all information in whatever form including, without limitation, any information relating to systems, operations, plans, intentions, market opportunities, know-how, trade secrets and business affairs whether in writing, conveyed orally or by machine-readable medium.

## 2. CONFIDENTIAL INFORMATION

- 2.1 All Confidential Information given by one party to this Agreement [the **Disclosing Party**] to the other party [the **Receiving Party**] will be treated by the Receiving Party as secret and confidential and will not, without the Disclosing Party's written consent, directly or indirectly communicate or disclose [whether in writing or orally or in any other manner] Confidential Information to any other person other than in accordance with the terms of this Agreement.
- 2.2 The Receiving Party will only use the Confidential Information for the sole purpose of technical and commercial discussions between the parties in relation to the Tender or for the subsequent performance of any contract between the parties in relation to the Tender.
- 2.3 Notwithstanding clause 2.1 above, the Receiving Party may disclose Confidential Information:
- 2.3.1 to those of its Agents who strictly need to know the Confidential Information for the sole purpose set out in clause 2.2 above, provided that the Receiving Party shall ensure that such Agents are made aware prior to the disclosure of any part of the Confidential Information that the same is confidential and that they owe a duty of confidence to the Disclosing Party. The Receiving Party shall at all times remain liable for any actions of such Agents that would constitute a breach of this Agreement; or
- 2.3.2 to the extent required by law or the rules of any applicable regulatory authority, subject to clause 2.4 below.
- 2.4 In the event that the Receiving Party is required to disclose any Confidential Information in accordance with clause 2.3.2 above, it shall promptly notify the Disclosing Party and cooperate with the Disclosing Party regarding the form, nature, content and purpose of such disclosure or any action which the Disclosing Party may reasonably take to challenge the validity of such requirement.

- 2.5 In the event that any Confidential Information shall be copied, disclosed or used otherwise than as permitted under this Agreement then, upon becoming aware of the same, without prejudice to any rights or remedies of the Disclosing Party, the Receiving Party shall as soon as practicable notify the Disclosing Party of such event and if requested take such steps [including the institution of legal proceedings] as shall be necessary to remedy [if capable of remedy] the default and/or to prevent further unauthorized copying, disclosure or use.
- 2.6 All Confidential Information shall remain the property of the Disclosing Party, and its disclosure shall not confer on the Receiving Party any rights, including intellectual property rights over the Confidential Information whatsoever, beyond those contained in this Agreement.

### **3. RECORDS AND RETURN OF INFORMATION**

- 3.1 The Receiving Party agrees to ensure proper and secure storage of all Information and any copies thereof.
- 3.2 The Receiving Party shall keep a written record, to be supplied to the Disclosing Party upon request, of the Confidential Information provided and any copies made thereof and, so far as is reasonably practicable, of the location of such Confidential Information and any copies thereof.
- 3.3 The Company shall, within 7 [seven] days of receipt of a written demand from Transnet:
- 3.3.1 return all written Confidential Information [including all copies]; and
- 3.3.2 expunge or destroy any Confidential Information from any computer, word processor or other device whatsoever into which it was copied, read or programmed by the Company or on its behalf.
- 3.4 The Company shall on request supply a certificate signed by a director as to its full compliance with the requirements of clause 3.3.2 above.

### **4. ANNOUNCEMENTS**

- 4.1 Neither party will make or permit to be made any announcement or disclosure of its prospective interest in the Tender without the prior written consent of the other party.
- 4.2 Neither party shall make use of the other party's name, or any information acquired through its dealings with the other party for publicity or marketing purposes without the prior written consent of the other party.

### **5. DURATION**

The obligations of each party and its Agents under this Agreement shall survive the termination of any discussions or negotiations between the parties regarding the Tender and continue thereafter for a period of 5 [five] years.

### **6. PRINCIPAL**

Each party confirms that it is acting as principal and not as nominee, agent or broker for any other person and that it will be responsible for any costs incurred by it or its advisers in considering or pursuing the Tender and in complying with the terms of this Agreement.

## **7. ADEQUACY OF DAMAGES**

Nothing contained in this Agreement shall be construed as prohibiting the Disclosing Party from pursuing any other remedies available to it, either at law or in equity, for any such threatened or actual breach of this Agreement, including specific performance, recovery of damages or otherwise.

## **8. PRIVACY AND DATA PROTECTION**

- 8.1 The Receiving Party undertakes to comply with South Africa's general privacy protection in terms Section 14 of the Bill of Rights in connection with this Tender and shall procure that its personnel shall observe the provisions of such Act [as applicable] or any amendments and re-enactments thereof and any regulations made pursuant thereto.
- 8.2 The Receiving Party warrants that it and its Agents have the appropriate technical and organizational measures in place against unauthorized or unlawful processing of data relating to the Tender and against accidental loss or destruction of, or damage to such data held or processed by them.

## **9. GENERAL**

- 9.1 Neither party may assign the benefit of this Agreement, or any interest hereunder, except with the prior written consent of the other, save that Transnet may assign this Agreement at any time to any member of the Transnet Group.
- 9.2 No failure or delay in exercising any right, power or privilege under this Agreement will operate as a waiver of it, nor will any single or partial exercise of it preclude any further exercise or the exercise of any right, power or privilege under this Agreement or otherwise.
- 9.3 The provisions of this Agreement shall be severable in the event that any of its provisions are held by a court of competent jurisdiction or other applicable authority to be invalid, void or otherwise unenforceable, and the remaining provisions shall remain enforceable to the fullest extent permitted by law.
- 9.4 This Agreement may only be modified by a written agreement duly signed by persons authorised on behalf of each party.
- 9.5 Nothing in this Agreement shall constitute the creation of a partnership, joint venture or agency between the parties.
- 9.6 This Agreement will be governed by and construed in accordance with South African law and the parties irrevocably submit to the exclusive jurisdiction of the South African courts.

Signed

Date

Name

Position

Tenderer

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## T2.2-14: REQUEST FOR PROPOSAL – BREACH OF LAW

NAME OF COMPANY: \_\_\_\_\_

I / We \_\_\_\_\_ do hereby certify that *I/we have/have not been* found guilty during the preceding 5 (five) years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Tenderer is required to disclose excludes relatively minor offences or misdemeanors, e.g. traffic offences.

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

NATURE OF BREACH:

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DATE OF BREACH:

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

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

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SIGNATURE OF TENDER

## T2.2-15: RFQ DECLARATION FORM

NAME OF COMPANY: \_\_\_\_\_

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

1. Transnet has supplied and we have received appropriate tender offers to any/all questions (as applicable) which were submitted by ourselves for tender clarification purposes;
2. we have received all information we deemed necessary for the completion of this Tender;
3. at no stage have we received additional information relating to the subject matter of this tender from Transnet sources, other than information formally received from the designated Transnet contact(s) as nominated in the tender documents;
4. we are satisfied, insofar as our company is concerned, that the processes and procedures adopted by Transnet in issuing this tender and the requirements requested from tenderers in responding to this tender have been conducted in a fair and transparent manner; and
5. furthermore, we acknowledge that a direct relationship exists between a family member and/or an owner / member / director / partner / shareholder (unlisted companies) of our company and an employee or board member of the Transnet Group as indicated below: *[Respondent to indicate if this section is not applicable]*

**FULL NAME OF OWNER/MEMBER/DIRECTOR/**

**PARTNER/SHAREHOLDER:**

**ADDRESS:**

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

**Indicate nature of relationship with Transnet:**

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

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***[Failure to furnish complete and accurate information in this regard may lead to the disqualification of your response and may preclude a Respondent from doing future business with Transnet]***

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

6. We accept that any dispute pertaining to this tender will be resolved through the Ombudsman process and will be subject to the Terms of Reference of the Ombudsman. The Ombudsman process must first be exhausted before judicial review of a decision is sought. (Refer "Important Notice to respondents" below).
7. We further accept that Transnet reserves the right to reverse a tender award or decision based on the recommendations of the Ombudsman without having to follow a formal court process to have such award or decision set aside.
8. We have acquainted ourselves and agree with the content of T2.2-19 "Service Provider Integrity Pact".

|                                                                                             |
|---------------------------------------------------------------------------------------------|
| <b>For and on behalf of</b><br><br>.....<br><br>.....<br><br><b>duly authorised thereto</b> |
| <b>Name:</b>                                                                                |
| <b>Signature:</b>                                                                           |
| <b>Date:</b>                                                                                |

#### **IMPORTANT NOTICE TO TENDERERS**

- Transnet has appointed a Procurement Ombudsman to investigate any material complaint in respect of tenders exceeding R5,000,000.00 (five million S.A. Rand) in value. Should a Tenderer have any material concern regarding an tender process which meets this value threshold, a complaint may be lodged with Transnet's Procurement Ombudsman for further investigation.

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- **It is incumbent on the Tenderer to familiarize himself/herself with the Terms of Reference for the Transnet Procurement Ombudsman, details of which are available for review at Transnet's website [www.transnet.net](http://www.transnet.net).**
  - **An official complaint form may be downloaded from this website and submitted, together with any supporting documentation, within the prescribed period, to [procurement.ombud@transnet.net](mailto:procurement.ombud@transnet.net)**
  - **For transactions below the R5,000,000.00 (five million S.A. Rand) threshold, a complaint may be lodged with the Chief Procurement Officer of the relevant Transnet Operating Division.**
  - **All Tenderers should note that a complaint must be made in good faith. If a complaint is made in bad faith, Transnet reserves the right to place such a tenderer on its List of Excluded Bidders.**

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## T2.2-16: Supplier Code of Conduct

Transnet SOC Limited aims to achieve the best value for money when buying or selling goods and obtaining services. This however must be done in an open and fair manner that supports and drives a competitive economy. Underpinning our process are several acts and policies that any supplier dealing with Transnet must understand and support. These are:

- The Transnet Procurement Policy – A guide for Tenderers.
- Section 217 of the Constitution - the five pillars of Public PSCM (Procurement and Supply Chain Management): fair, equitable, transparent, competitive and cost effective;
- The Public Finance Management Act (PFMA);
- The Broad Based Black Economic Empowerment Act (BBBEE)
- The Prevention and Combating of Corrupt Activities Act (PRECCA); and
- The Construction Industry Development Board Act (CIDB Act).

This code of conduct has been included in this contract to formally appraise Transnet Suppliers of Transnet's expectations regarding behavior and conduct of its Suppliers.

### ***Prohibition of Bribes, Kickbacks, Unlawful Payments, and Other Corrupt Practices***

Transnet is in the process of transforming itself into a self-sustaining State-Owned Enterprise, actively competing in the logistics industry. Our aim is to become a world class, profitable, logistics organization. As such, our transformation is focused on adopting a performance culture and to adopt behaviors that will enable this transformation.

#### ***1. Transnet SOC Limited will not participate in corrupt practices. Therefore, it expects its suppliers to act in a similar manner.***

- Transnet and its employees will follow the laws of this country and keep accurate business records that reflect actual transactions with, and payments to, our suppliers.
- Employees must not accept or request money or anything of value, directly or indirectly, from suppliers.
- Employees may not receive anything that is calculated to:
  - Illegally influence their judgement or conduct or to ensure the desired outcome of a sourcing activity.

- 
- Win or retain business or to influence any act or decision of any person involved in sourcing decisions; or
  - Gain an improper advantage.

- There may be times when a supplier is confronted with fraudulent or corrupt behaviour of Transnet employees. We expect our Suppliers to use our “Tip-offs Anonymous” Hot line to report these acts. (0800 003 056).

**2. *Transnet SOC Limited is firmly committed to the ideas of free and competitive enterprise.***

- Suppliers are expected to comply with all applicable laws and regulations regarding fair competition and antitrust practices.
- Transnet does not engage with non-value adding agents or representatives solely for the purpose of increasing BBBEE spend (fronting).

**3. *Transnet’s relationship with suppliers requires us to clearly define requirements, to exchange information and share mutual benefits.***

- Generally, suppliers have their own business standards and regulations. Although Transnet cannot control the actions of our suppliers, we will not tolerate any illegal activities. These include, but are not limited to:
  - Misrepresentation of their product (origin of manufacture, specifications, intellectual property rights, etc).
  - Collusion;
  - Failure to disclose accurate information required during the sourcing activity (ownership, financial situation, BBBEE status, etc.);
  - Corrupt activities listed above; and
  - Harassment, intimidation or other aggressive actions towards Transnet employees.
- Suppliers must be evaluated and approved before any materials, components, products or services are purchased from them. Rigorous due diligence is conducted, and the supplier is expected to participate in an honest and straight forward manner.
- Suppliers must record and report facts accurately, honestly and objectively. Financial records must be accurate in all material respects.

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### ***Conflicts of Interest***

A conflict of interest arises when personal interests or activities influence (or appear to influence) the ability to act in the best interests of Transnet SOC Limited.

- Doing business with family members.
- Having a financial interest in another company in our industry

Where possible, contracts will be negotiated to include the above in the terms of such contracts. To the extent such terms are not included in contractual obligations and any of the above code is breached, then Transnet reserves its right to review doing business with these suppliers.

I, \_\_\_\_\_ of \_\_\_\_\_  
*(insert name of Director or as per Authority Resolution from Board of Directors)* *(insert name of Company)*

hereby acknowledge having read, understood and agree to the terms and conditions set out in the "Transnet Supplier Code of Conduct."

Signed this on day \_\_\_\_\_ at \_\_\_\_\_

\_\_\_\_\_

Signature

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## **T2.2-17 Service Provider Integrity Pact**

**Important Note: All potential tenderers must read this document and certify in the RFP Declaration Form that that have acquainted themselves with and agree with the content.**

**The contract with the successful tenderer will automatically incorporate this Integrity Pact and shall be deemed as part of the final concluded contract.**

### **INTEGRITY PACT**

Between

**TRANSNET SOC LTD**

Registration Number: 1990/000900/30

("Transnet")

and

The Contractor (hereinafter referred to as the "Tenderer/Service Providers/Contractor")

## **PREAMBLE**

Transnet values full compliance with all relevant laws and regulations, ethical standards and the principles of economical use of resources, fairness and transparency in its relations with its Tenderers/Service Providers/Contractors.

In order to achieve these goals, Transnet and the Tenderer/Service Provider/Contractor hereby enter into this agreement hereinafter referred to as the "Integrity Pact" which will form part of the Tenderer's/Service Provider's/Contractor's application for registration with Transnet as a vendor.

The general purpose of this Integrity Pact is to agree on avoiding all forms of dishonesty, fraud and corruption by following a system that is fair, transparent and free from any undue influence prior to, during and subsequent to the currency of any procurement and/or reverse logistics event and any further contract to be entered into between the Parties, relating to such event.

All Tenderers/Service Providers/Contractor's will be required to sign and comply with undertakings contained in this Integrity Pact, should they want to be registered as a Transnet vendor.

## **1 OBJECTIVES**

- 1.1 Transnet and the Tenderer/Service Provider/Contractor agree to enter into this Integrity Pact, to avoid all forms of dishonesty, fraud and corruption including practices that are anti-competitive in nature, negotiations made in bad faith and underpricing by following a system that is fair, transparent and free from any influence/unprejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:
  - a) Enable Transnet to obtain the desired contract at a reasonable and competitive price in conformity to the defined specifications of the works, goods and services; and
  - b) Enable Tenderers/Service Providers/Contractors to abstain from bribing or participating in any corrupt practice in order to secure the contract.

## **2 COMMITMENTS OF TRANSNET**

Transnet commits to take all measures necessary to prevent dishonesty, fraud and corruption and to observe the following principles:

- 2.1 Transnet hereby undertakes that no employee of Transnet connected directly or indirectly with the sourcing event and ensuing contract, will demand, take a promise for or accept directly or through intermediaries any bribe, consideration, gift, reward, favor or any material or immaterial benefit or any other advantage from the Tenderer, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the tendering

process, Tender evaluation, contracting or implementation process related to any contract.

- 2.2 Transnet will, during the registration and tendering process treat all Tenderers/ Service Providers/Contractor with equity, transparency and fairness. Transnet will in particular, before and during the registration process, provide to all Tenderers/ Service Providers/Contractors the same information and will not provide to any Tenderers/Service Providers/Contractors confidential/additional information through which the Tenderers/Service Providers/Contractors could obtain an advantage in relation to any tendering process.
- 2.3 Transnet further confirms that its employees will not favor any prospective Tenderers/Service Providers/Contractors in any form that could afford an undue advantage to a particular Tenderer during the tendering stage and will further treat all Tenderers/Service Providers/Contractors participating in the tendering process in a fair manner.
- 2.4 Transnet will exclude from the tender process such employees who have any personal interest in the Tenderers/Service Providers/Contractors participating in the tendering process.

### 3 OBLIGATIONS OF THE TENDERER / SERVICE PROVIDER

- 3.1 Transnet has a '**Zero Gifts**' Policy. No employee is allowed to accept gifts, favors or benefits.
  - a) Transnet officials and employees **shall not** solicit, give or accept, or from agreeing to solicit, give, accept or receive directly or indirectly, any gift, gratuity, favor, entertainment, loan, or anything of monetary value, from any person or juridical entities in the course of official duties or in connection with any operation being managed by, or any transaction which may be affected by the functions of their office.
  - b) Transnet officials and employees **shall not** solicit or accept gifts of any kind, from vendors, suppliers, customers, potential employees, potential vendors, and suppliers, or any other individual or organization irrespective of the value.
  - c) Under **no circumstances** should gifts, business courtesies or hospitality packages be accepted from or given to prospective suppliers participating in a tender process at the respective employee's Operating Division, regardless of retail value.
  - d) Gratuities, bribes or kickbacks of any kind must never be solicited, accepted or offered, either directly or indirectly. This includes money, loans, equity, special privileges, personal favors, benefit or services. Such favors will be considered to constitute corruption.

- 3.2 The Tenderer/Service Provider/Contractor commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its Tender or during any ensuing contract stage in order to secure the contract or in furtherance to secure it and in particular the Tenderer/Service Provider/Contractor commits to the following:
- a) The Tenderer/Service Provider/Contractor will not, directly or through any other person or firm, offer, promise or give to Transnet or to any of Transnet's employees involved in the tendering process or to any third person any material or other benefit or payment, in order to obtain in exchange an advantage during the tendering process; and
  - b) The Tenderer/Service Provider/Contractor will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any employee of Transnet, connected directly or indirectly with the tendering process, or to any person, organization or third party related to the contract in exchange for any advantage in the tendering, evaluation, contracting and implementation of the contract.
- 3.3 The Tenderer/Service Provider/Contractor will not collude with other parties interested in the contract to preclude a competitive Tender price, impair the transparency, fairness and progress of the tendering process, Tender evaluation, contracting and implementation of the contract. The Tenderer / Service Provider further commits itself to delivering against all agreed upon conditions as stipulated within the contract.
- 3.4 The Tenderer/Service Provider/Contractor will not enter into any illegal or dishonest agreement or understanding, whether formal or informal with other Tenderers/Service Providers/Contractors. This applies in particular to certifications, submissions or non-submission of documents or actions that are restrictive or to introduce cartels into the tendering process.
- 3.5 The Tenderer/Service Provider/Contractor will not commit any criminal offence under the relevant anti-corruption laws of South Africa or any other country. Furthermore, the Tenderer/Service Provider/Contractor will not use for illegitimate purposes or for restrictive purposes or personal gain, or pass on to others, any information provided by Transnet as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- 3.6 A Tenderer/Service Provider/Contractor of foreign origin shall disclose the name and address of its agents or representatives in South Africa, if any, involved directly or indirectly in the registration or tendering process. Similarly, the Tenderer / Service Provider / Contractor of South African nationality shall furnish

the name and address of the foreign principals, if any, involved directly or indirectly in the registration or tendering process.

- 3.7 The Tenderer/Service Provider/Contractor will not misrepresent facts or furnish false or forged documents or information in order to influence the tendering process to the advantage of the Tenderer/Service Provider/Contractor or detriment of Transnet or other competitors.
- 3.8 Transnet may require the Tenderer/Service Provider/Contractor to furnish Transnet with a copy of its code of conduct. Such code of conduct must address the compliance programme for the implementation of the code of conduct and reject the use of bribes and other dishonest and unethical conduct.
- 3.9 The Tenderer/Service Provider/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 3.10 The Tenderer/Service Provider/Contractor confirms that they will uphold the ten principles of the United Nations Global Compact (UNGC) in the fields of Human Rights, Labour, Anti-Corruption and the Environment when undertaking business with Transnet as follows:

a) Human Rights

- Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and
- Principle 2: make sure that they are not complicit in human rights abuses.

b) Labour

- Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- Principle 4: the elimination of all forms of forced and compulsory labour;
- Principle 5: the effective abolition of child labour; and
- Principle 6: the elimination of discrimination in respect of employment and occupation.

c) Environment

- Principle 7: Businesses should support a precautionary approach to environmental challenges;
- Principle 8: undertake initiatives to promote greater environmental responsibility; and

- Principle 9: encourage the development and diffusion of environmentally friendly technologies.

d) Anti-Corruption

- Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

#### **4 INDEPENDENT TENDERING**

4.1 For the purposes of that Certificate in relation to any submitted Tender, the Tenderer declares to fully understand that the word "competitor" shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:

- a) has been requested to submit a Tender in response to this Tender invitation;
- b) could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities or experience; and
- c) provides the same Goods and Services as the Tenderer and/or is in the same line of business as the Tenderer.

4.2 The Tenderer has arrived at his submitted Tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive tendering.

4.3 In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

- a) prices;
- b) geographical area where Goods or Services will be rendered [market allocation];
- c) methods, factors or formulas used to calculate prices;
- d) the intention or decision to submit or not to submit, a Tender;
- e) the submission of a Tender which does not meet the specifications and conditions of the RFP; or
- f) tendering with the intention of not winning the Tender.

4.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the Goods or Services to which his/her tender relates.

- 4.5 The terms of the Tender as submitted have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official Tender opening or of the awarding of the contract.
- 4.6 Tenderers are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Tenders and contracts, Tenders 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 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.
- 4.7 Should the Tenderer find any terms or conditions stipulated in any of the relevant documents quoted in the Tender unacceptable, it should indicate which conditions are unacceptable and offer alternatives by written submission on its company letterhead, attached to its submitted Tender. Any such submission shall be subject to review by Transnet's Legal Counsel who shall determine whether the proposed alternative(s) are acceptable or otherwise, as the case may be.

## **5 DISQUALIFICATION FROM TENDERING PROCESS**

- 5.1 If the Tenderer/Service Provider/Contractor has committed a transgression through a violation of section 3 of this Integrity Pact or in any other form such as to put its reliability or credibility as a Tenderer/Service Provider/Contractor into question, Transnet may reject the Tenderer's / Service Provider's / Contractor's application from the registration or tendering process and remove the Tenderer/Service Provider/Contractor from its database, if already registered.
- 5.2 If the Tenderer/Service Provider/Contractor has committed a transgression through a violation of section 3, or any material violation, such as to put its reliability or credibility into question. Transnet may after following due procedures and at its own discretion also exclude the Tenderer/Service Provider /Contractor from future tendering processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, which will include amongst others the number of transgressions, the position of the transgressors within the company hierarchy of the Tenderer/Service Provider/Contractor and the amount of the damage. The exclusion will be imposed for up to a maximum of 10 (ten) years. However, Transnet reserves the right to impose a longer period of exclusion, depending on the gravity of the misconduct.

- 5.3 If the Tenderer/Service Provider/Contractor can prove that it has restored the damage caused by it and has installed a suitable corruption prevention system, or taken other remedial measures as the circumstances of the case may require, Transnet may at its own discretion revoke the exclusion or suspend the imposed penalty.

## **6 TRANSNET'S LIST OF EXCLUDED TENDERERS (BLACKLIST)**

- 6.1 The process of restriction is used to exclude a company/person from conducting future business with Transnet and other organs of state for a specified period. No Tender shall be awarded to a Tenderer whose name (or any of its members, directors, partners or trustees) appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National Treasury's List of Restricted Suppliers. Transnet reserves the right to withdraw an award, or cancel a contract concluded with a Tenderer should it be established, at any time, that a tenderer has been restricted with National Treasury by another government institution.
- 6.2 All the stipulations on Transnet's restriction process as laid down in Transnet's Supply Chain Policy and Procurement Procedures Manual (CPM included) are included herein by way of reference. Below follows a condensed summary of this restriction procedure.
- 6.3 On completion of the restriction procedure, Transnet will submit the restricted entity's details (including the identity number of the individuals and registration number of the entity) to National Treasury for placement on National Treasury's Database of Restricted Suppliers for the specified period of exclusion. National Treasury will make the final decision on whether to restrict an entity from doing business with any organ of state for a period not exceeding 10 years and place the entity concerned on the Database of Restricted Suppliers published on its official website.
- 6.4 The decision to restrict is based on one of the grounds for restriction. The standard of proof to commence the restriction process is whether a "*prima facie*" (i.e. on the face of it) case has been established.
- 6.5 Depending on the seriousness of the misconduct and the strategic importance of the Goods/Services, in addition to restricting a company/person from future business, Transnet may decide to terminate some or all existing contracts with the company/person as well.
- 6.6 A Service Provider or Contractor to Transnet may not subcontract any portion of the contract to a blacklisted company.

- 
- 6.7 Grounds for blacklisting include: If any person/Enterprise which has submitted a Tender, concluded a contract, or, in the capacity of agent or subcontractor, has been associated with such Tender or contract:
- a) Has, in bad faith, withdrawn such Tender after the advertised closing date and time for the receipt of Tenders;
  - b) has, after being notified of the acceptance of his Tender, failed or refused to sign a contract when called upon to do so in terms of any condition forming part of the Tender documents;
  - c) has carried out any contract resulting from such Tender in an unsatisfactory manner or has breached any condition of the contract;
  - d) has offered, promised or given a bribe in relation to the obtaining or execution of the contract;
  - e) has acted in a fraudulent or improper manner or in bad faith towards Transnet or any Government Department or towards any public body, Enterprise or person;
  - f) has made any incorrect statement in a certificate or other communication with regard to the Local Content of his Goods or his B-BBEE status and is unable to prove to the satisfaction of Transnet that:
    - (i) he made the statement in good faith honestly believing it to be correct; and
    - (ii) before making such statement, he took all reasonable steps to satisfy himself of its correctness;
  - g) caused Transnet damage, or to incur costs in order to meet the contractor's requirements and which could not be recovered from the contractor;
  - h) has litigated against Transnet in bad faith.
- 6.8 Grounds for blacklisting include a company/person recorded as being a company or person prohibited from doing business with the public sector on National Treasury's database of Restricted Service Providers or Register of Tender Defaulters.
- 6.9 Companies associated with the person/s guilty of misconduct (i.e. entities owned, controlled or managed by such persons), any companies subsequently formed by the person(s) guilty of the misconduct and/or an existing company where such person(s) acquires a controlling stake may be considered for

blacklisting. The decision to extend the blacklist to associated companies will be at the sole discretion of Transnet.

## **7 PREVIOUS TRANSGRESSIONS**

- 7.1 The Tenderer/Service Provider/Contractor hereby declares that no previous transgressions resulting in a serious breach of any law, including but not limited to, corruption, fraud, theft, extortion and contraventions of the Competition Act 89 of 1998, which occurred in the last 5 (five) years with any other public sector undertaking, government department or private sector company that could justify its exclusion from its registration on the Tenderer's/Service Provider's/Contractor's database or any tendering process.
- 7.2 If it is found to be that the Tenderer/Service Provider/Contractor made an incorrect statement on this subject, the Tenderer/Service Provider/Contractor can be rejected from the registration process or removed from the Tenderer/Service Provider/Contractor database, if already registered, for such reason (refer to the Breach of Law Returnable Form contained in the document.)

## **8 SANCTIONS FOR VIOLATIONS**

- 8.1 Transnet shall also take all or any one of the following actions, wherever required to:
- a) Immediately exclude the Tenderer/Service Provider/Contractor from the tendering process or call off the pre-contract negotiations without giving any compensation the Tenderer/Service Provider/Contractor. However, the proceedings with the other Tenderer/ Service Provider/Contractor may continue;
  - b) Immediately cancel the contract, if already awarded or signed, without giving any compensation to the Tenderer/Service Provider/Contractor;
  - c) Recover all sums already paid by Transnet;
  - d) Encash the advance bank guarantee and performance bond or warranty bond, if furnished by the Tenderer/Service Provider/Contractor, in order to recover the payments, already made by Transnet, along with interest;
  - e) Cancel all or any other contracts with the Tenderer/Service Provider/Contractor; and
  - f) Exclude the Tenderer/ Service Provider/Contractor from entering into any Tender with Transnet in future.

## **9 CONFLICTS OF INTEREST**

- 9.1 A conflict of interest includes, inter alia, a situation in which:
- a) A Transnet employee has a personal financial interest in a tendering / supplying entity; and

- b) A Transnet employee has private interests or personal considerations or has an affiliation or a relationship which affects, or may affect, or may be perceived to affect his / her judgment in action in the best interest of Transnet, or could affect the employee's motivations for acting in a particular manner, or which could result in, or be perceived as favoritism or nepotism.

9.2 A Transnet employee uses his / her position, or privileges or information obtained while acting in the capacity as an employee for:

- a) Private gain or advancement; or
- b) The expectation of private gain, or advancement, or any other advantage accruing to the employee must be declared in a prescribed form.

Thus, conflicts of interest of any Tender committee member or any person involved in the sourcing process must be declared in a prescribed form.

9.3 If a Tenderer/Service Provider/Contractor has or becomes aware of a conflict of interest i.e. a family, business and / or social relationship between its owner(s)/ member(s)/director(s)/partner(s)/shareholder(s) and a Transnet employee/ member of Transnet's Board of Directors in respect of a Tender which will be considered for the Tender process, the Tenderer/Service Provider/ Contractor:

- a) must disclose the interest and its general nature, in the Request for Proposal ("RFX") declaration form; or
- b) must notify Transnet immediately in writing once the circumstances has arisen.

9.4 The Tenderer/Service Provider/Contractor shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any committee member or any person involved in the sourcing process, where this is done, Transnet shall be entitled forthwith to rescind the contract and all other contracts with the Tenderer/Service Provider/Contractor.

## 10 DISPUTE RESOLUTION

10.1 Transnet recognizes that trust and good faith are pivotal to its relationship with its Tenderer / Service Provider / Contractor. When a dispute arises between Transnet and its Tenderer / Service Provider / Contractor, the parties should use their best endeavors to resolve the dispute in an amicable manner, whenever possible. Litigation in bad faith negates the principles of trust and good faith on which commercial relationships are based. Accordingly, following a blacklisting process as mentioned in paragraph 6 above, Transnet will not do business with a company that litigates against it in bad faith or is involved in any action that reflects bad faith on its part. Litigation in bad faith includes, but is not limited to the following instances:

- a) **Vexatious proceedings:** these are frivolous proceedings which have been instituted without proper grounds.

- b) **Perjury:** where a Tenderer / Service Provider / Contractor make a false statement either in giving evidence or on an affidavit;
- c) **Scurrilous allegations:** where a Tenderer / Service Provider / Contractor makes allegations regarding a senior Transnet employee which are without proper foundation, scandalous, abusive or defamatory; and
- d) **Abuse of court process:** when a Tenderer / Service Provider / Contractor abuses the court process in order to gain a competitive advantage during a Tender process.

## 11 GENERAL

- 11.1 This Integrity Pact is governed by and interpreted in accordance with the laws of the Republic of South Africa.
- 11.2 The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the law relating to any civil or criminal proceedings.
- 11.3 The validity of this Integrity Pact shall cover all the tendering processes and will be valid for an indefinite period unless cancelled by either Party.
- 11.4 Should one or several provisions of this Integrity Pact turn out to be invalid the remainder of this Integrity Pact remains valid.
- 11.5 Should a Tenderer/Service Provider/Contractor be confronted with dishonest, fraudulent or corruptive behavior of one or more Transnet employees, Transnet expects its Tenderer/Service Provider/Contractor to report this behavior directly to a senior Transnet official/employee or alternatively by using Transnet's "Tip-Off Anonymous" hotline number 0800 003 056, whereby your confidentiality is guaranteed.

The Parties hereby declare that each of them has read and understood the clauses of this Integrity Pact and shall abide by it. To the best of the Parties' knowledge and belief, the information provided in this Integrity Pact is true and correct.

I ..... duly authorised by the tendering entity, hereby certify that the tendering entity are **fully acquainted** with the contents of the Integrity Pact and further **agree to abide by it** in full.

Signature .....

Date .....

## T2.2-18: Forecast Rate of Invoicing

Tenderer to submit the forecast rate of invoicing (cash-flow) based on the Tender Price and Tender Programme.

### Index of documentation attached to this schedule:

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## T2.2-19: Insurance provided by the *Contractor*

Clause 84.1 in NEC3 Engineering & Construction Contract (June 2005) (amended June 2006 and April 2013) requires that the *Contractor* provides the insurance stated in the insurance table except any insurance which the *Employer* is to provide as stated in the Contract Data.

Please provide the following details for insurance which the *Contractor* is still to provide. Notwithstanding this information all costs related to insurance are deemed included in the tenderer's rates and prices.

| Insurance against<br>(See clause 84.2 of the ECC)                                                                                                                                                           | Name of Insurance<br>Company | Cover | Premium |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------|---------|
| Liability for death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract                                         |                              |       |         |
| Motor Vehicle Liability Insurance comprising (as a minimum) "Balance of Third Party" Risks including Passenger and Unauthorized Passenger Liability indemnity with a minimum indemnity limit of R5 000 000. |                              |       |         |
| Insurance in respect of loss of or damage to own property and equipment.                                                                                                                                    |                              |       |         |
| (Other)                                                                                                                                                                                                     |                              |       |         |

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## **T2.2-20: One (1) year audited financial statements**

**Attached to this schedule is the last one (1) years audited financial statements of the single tenderer/members of the Joint Venture.**

**NAME OF COMPANY/IES and INDEX OF ATTACHMENTS:**

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## T2.2-21: SBD1 Form

## PART A INVITATION TO BID

| YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF TRANSNET ENGINEERING, A DIVISION TRANSNET SOC LTD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| BID NUMBER:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | PPA-162725 -<br>TE/2026/07/3221/9644/RFQ                                                                                                                              | CLOSING<br>DATE: | 07 OCTOBER 2026                         | CLOSING TIME:                          | 12:00PM                                                                                                                                                                |
| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | THE FOR INSPECTIONS CLEANING AND SEALING OF GUTTERS, DRAINS, CHANNELS, DOWN<br>PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT, FOR A PERIOD OF 3 MONTHS       |                  |                                         |                                        |                                                                                                                                                                        |
| BID RESPONSE DOCUMENTS SUBMISSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| <p>Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.</p> <p><b>RESPONDENTS ARE TO UPLOAD THEIR BID RESPONSE PROPOSALS ONTO THE TRANSNET SYSTEM AGAINST EACH TENDER/RFQ SELECTED.</b></p> <p>The Transnet e-Tender Submission Portal can be accessed as follows:</p> <ul style="list-style-type: none"> <li>▪ Log on to the Transnet eTenders management platform website/Portal (<a href="https://transnetetenders.azurewebsites.net">transnetetenders.azurewebsites.net</a>) (please use <b>Google Chrome</b> to access Transnet link/site free of charge);</li> <li>▪ Click on "ADVERTISED TENDERS" to view advertised tenders;</li> <li>▪ Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);</li> <li>▪ Click on "SIGN IN/REGISTER" - to sign in if already registered;</li> <li>▪ Toggle (click to switch) the "Log an Intent" button to submit a bid;</li> <li>▪ Submit bid documents by uploading them into the system against each tender selected.</li> </ul> <p>No late submissions will be accepted. The bidder guide can be found on the Transnet Portal <a href="https://transnetetenders.azurewebsites.net">transnetetenders.azurewebsites.net</a></p> |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                       |                  | TECHNICAL ENQUIRIES MAY BE DIRECTED TO: |                                        |                                                                                                                                                                        |
| CONTACT PERSON                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Naomi Jordaan                                                                                                                                                         |                  | CONTACT PERSON                          | Naomi Jordaan                          |                                                                                                                                                                        |
| TELEPHONE NUMBER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                       |                  | TELEPHONE NUMBER                        |                                        |                                                                                                                                                                        |
| FACSIMILE NUMBER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | N/A                                                                                                                                                                   |                  | FACSIMILE NUMBER                        | N/A                                    |                                                                                                                                                                        |
| E-MAIL ADDRESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <a href="mailto:Naomi.Jordaan@transnet.net">Naomi.Jordaan@transnet.net</a>                                                                                            |                  | E-MAIL ADDRESS                          | Naomi.Jordaan@transnet.net             |                                                                                                                                                                        |
| SUPPLIER INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| NAME OF BIDDER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| POSTAL ADDRESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| STREET ADDRESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| TELEPHONE NUMBER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | CODE                                                                                                                                                                  |                  | NUMBER                                  |                                        |                                                                                                                                                                        |
| CELLPHONE NUMBER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| FACSIMILE NUMBER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | CODE                                                                                                                                                                  |                  | NUMBER                                  |                                        |                                                                                                                                                                        |
| E-MAIL ADDRESS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| VAT REGISTRATION<br>NUMBER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |
| SUPPLIER COMPLIANCE<br>STATUS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | TAX COMPLIANCE<br>SYSTEMPIN:                                                                                                                                          |                  | <b>OR</b>                               | CENTRAL<br>SUPPLIER<br>DATABASE<br>No: | UNIQUE REGISTRATION REFERENCE<br>NUMBER:<br><br>MAAA:                                                                                                                  |
| B-BBEE STATUS LEVEL<br>VERIFICATION<br>CERTIFICATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | TICK APPLICABLE BOX]<br><div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Yes           <input type="checkbox"/> No         </div> |                  | B-BBEE STATUSLEVEL<br>SWORN AFFIDAVIT   |                                        | [TICK APPLICABLE BOX]<br><div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Yes           <input type="checkbox"/> No         </div> |
| [A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                       |                  |                                         |                                        |                                                                                                                                                                        |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                    |                                                                                 |                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES ENCLOSE PROOF] | ARE YOU A FOREIGN BASED SUPPLIER FOR THE <b>GOODS /SERVICES /WORKS OFFERED?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES, ANSWER THE QUESTIONNAIRE BELOW] |
| <b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                    |                                                                                 |                                                                                                      |
| <p>IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span></p> <p>DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span></p> <p>DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span></p> <p>DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span></p> <p>IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span></p> <p><b>IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 BELOW.</b></p> |                                                                                    |                                                                                 |                                                                                                      |

## **PART B**

### **TERMS AND CONDITIONS FOR**

#### **1. TAX COMPLIANCE REQUIREMENTS**

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

### **BIDDING**

**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: .....

## **PROTECTION OF PERSONAL INFORMATION**

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

9. Transnet shall notify the Respondent in writing of any unauthorized access to information, cybercrimes or suspected cybercrimes, in its knowledge and report such crimes or suspected crimes to the relevant authorities in accordance with applicable laws, after becoming aware of such crimes or suspected crime. The Respondent must take all necessary remedial steps to mitigate the extent of the loss or compromise of personal information and to restore the integrity of the affected personal information as quickly as is possible.
10. The Respondent may, in writing, request Transnet to confirm and/or make available any personal information in its possession in relation to the Respondent and if such personal information has been accessed by third parties and their identity thereof in terms of the POPIA.
11. The Respondent may further request that Transnet correct (excluding critical/mandatory or evaluation information), delete, destroy, withdraw consent or object to the processing of any personal information relating to the Respondent in Transnet's possession in terms of the provision of the POPIA and utilizing Form 2 of the POPIA Regulations.
12. In submitting any information or documentation requested in this Supplier Declaration Form, the Respondent is hereby consenting to the processing of their personal information for the purpose of this Supplier Declaration Form and further confirming that they are aware of their rights in terms of Section 5 of POPIA.

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

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

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

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

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

## Supplier Declaration Form

**Important Notice:** Effective 1 April 2016 all organisations, institutions and individuals who wish to provide goods and/or services to organs of the State must be registered on the National Treasury Central Supplier Database (CSD). This needs to be done via their portal at <https://secure.csd.gov.za/> **before applying to Transnet.**

CSD Number (MAAA xxxxxx):

Company Trading Name

Company Registered Name

Company Registration No Or ID No If a Sole Proprietor

Company Income Tax Number

|                |                           |                        |                       |                       |                       |                 |
|----------------|---------------------------|------------------------|-----------------------|-----------------------|-----------------------|-----------------|
| Form of Entity | CC                        | Trust                  | Pty Ltd               | Limited               | Partnership           | Sole Proprietor |
|                | Non-profit (NPO's or NPC) | Personal Liability Co  | State Owned Co        | National Govt         | Provincial Govt       | Local Govt      |
|                | Educational Institution   | Specialised Profession | Financial Institution | Foreign International | Foreign Branch Office |                 |

Did your company previously operate under another name?

Yes

No

If **YES** state, the previous details below:

Trading Name

Registered Name

Company Registration No Or ID No If a Sole Proprietor

|                |                         |                        |                       |                       |                       |                 |
|----------------|-------------------------|------------------------|-----------------------|-----------------------|-----------------------|-----------------|
| Form of Entity | CC                      | Trust                  | Pty Ltd               | Limited               | Partnership           | Sole Proprietor |
|                | Non-profit              | Personal Liability Co  | State Owned Co        | National Govt         | Provincial Govt       | Local Govt      |
|                | Educational Institution | Specialised Profession | Financial Institution | Foreign International | Foreign Branch Office |                 |

Your Current Company's VAT Registration Status

VAT Registration Number

If **Exempted from VAT registration**, state reason and submit proof from SARS in confirming the exemption status

If your business entity is not VAT Registered, please submit a current original sworn affidavit (see example in Appendix I). Your Non-VAT Registration must be confirmed annually.

Company Banking Details

Bank Name

Universal Branch Code

Bank Account Number

Company Physical Address

Code

Company Postal Address

Code

Company Telephone number

Company Fax Number

Company E-Mail Address

Company Website Address

Company Contact Person Name

Designation

Telephone

Email

|                                                                                                                                                                                               |  |           |  |           |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------|--|-----------|--|
| Is your company a Labour Broker?                                                                                                                                                              |  | Yes       |  | No        |  |
| Main Product / Service Supplied e.g. Stationery / Consulting / Labour etc.                                                                                                                    |  |           |  |           |  |
| How many personnel does the business employ?                                                                                                                                                  |  | Full Time |  | Part Time |  |
| Please Note: Should your business employ more than 2 full time employees who are not connected persons as defined in the Income Tax Act, please submit a sworn affidavit, as per Appendix II. |  |           |  |           |  |

|                                              |             |  |                            |  |             |  |
|----------------------------------------------|-------------|--|----------------------------|--|-------------|--|
| Most recent Financial Year's Annual Turnover | <R10Million |  | >R10Million<br><R50Million |  | >R50Million |  |
|----------------------------------------------|-------------|--|----------------------------|--|-------------|--|

|                                                                                                                                                                                                                                                                                                                                                                                               |  |                         |  |                                      |  |                         |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------|--|--------------------------------------|--|-------------------------|--|
| Does your company have a valid B-BBEE certificate?                                                                                                                                                                                                                                                                                                                                            |  |                         |  | Yes                                  |  | No                      |  |
| What is your Broad-Based BEE status (Level 1 to 9)                                                                                                                                                                                                                                                                                                                                            |  |                         |  |                                      |  |                         |  |
| Majority Race of Ownership                                                                                                                                                                                                                                                                                                                                                                    |  |                         |  |                                      |  |                         |  |
| % Black Ownership                                                                                                                                                                                                                                                                                                                                                                             |  | % Black Women ownership |  | % Black Disabled person(s) ownership |  | % Black Youth ownership |  |
| <b>Please Note:</b> Please provide proof of B-BBEE status as per Appendix V. If you qualify as an EME or QSE then provide an affidavit following the examples provided in Appendix III and IV respectively. If you have indicated Black Disabled person(s) ownership, then provide a <b>certified</b> letter signed by a physician, on the physician's letterhead, confirming the disability. |  |                         |  |                                      |  |                         |  |

|                                                                                                                                                                                                   |  |             |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------|--|
| By signing below, I hereby verify that I am duly authorised to sign for and on behalf of firm / organization and that all information contained herein and attached herewith are true and correct |  |             |  |
| Name                                                                                                                                                                                              |  | Designation |  |
| Signature                                                                                                                                                                                         |  | Date        |  |

|                                              |  |              |  |
|----------------------------------------------|--|--------------|--|
| Stamp And Signature Of Commissioner Of Oaths |  |              |  |
| Name                                         |  | Date         |  |
| Signature                                    |  | Telephone No |  |

Example of an Affidavit or Solemn Declaration as to VAT registration status

---

**Affidavit or Solemn Declaration**

I, \_\_\_\_\_ solemnly swear/declare that \_\_\_\_\_  
\_\_\_\_\_ is not a registered VAT vendor and is not required to register as a VAT vendor because the combined value of taxable supplies made by the provider in any 12-month period has not exceeded or is not expected to exceed R1million threshold, as required in terms of the Value Added Tax Act.

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

**Commissioner of Oaths**

Thus, signed and sworn to before me at \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_ 20 \_\_\_\_\_,

the Deponent having knowledge that he/she knows and understands the contents of this Affidavit, and that he/she has no objection to taking the prescribed oath, which he/she regards binding on his/her conscience and that the allegations herein contained are all true and correct.

---

Commissioner of Oaths

Example of an Affidavit or Solemn Declaration as to number of employees

---

**Affidavit or Solemn Declaration**

I, \_\_\_\_\_ solemnly swear/declare that \_\_\_\_\_  
\_\_\_\_\_ employs three or more full time employees, which employees are engaged  
in the business of rendering the services of the organization and are not connected persons as defined  
in the Income Tax Act.

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

**Commissioner of Oaths**

Thus, signed and sworn to before me at \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_ 20\_\_\_\_\_,

the Deponent having knowledge that he/she knows and understands the contents of this Affidavit, and that  
he/she has no objection to taking the prescribed oath, which he/she regards binding on his/her conscience  
and that the allegations herein contained are all true and correct.

\_\_\_\_\_  
Commissioner of Oaths

## C1.1: Form of Offer & Acceptance

### Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of: for the design, installation, testing and commissioning of new effluent plant for locomotive maintenance business at Cambridge.

### Title of the Contract

The tenderer, identified in the Offer signature block, has

|        |                                                                                                                                                                                 |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| either | examined the documents listed in the Tender Data and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Tender. |
| or     | examined the draft contract as listed in the Acceptance section and agreed to provide this Offer.                                                                               |

By the representative of the tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the tenderer offers to perform all of the obligations and liabilities of the Contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.

|                                                     |          |
|-----------------------------------------------------|----------|
| The offered total of the Prices exclusive of VAT is | <b>R</b> |
| Value Added Tax @ 15% is                            | <b>R</b> |
| The offered total of the Prices inclusive of VAT is | <b>R</b> |
| (in words)                                          |          |

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the tenderer before the end of the period of validity stated in the Tender Data, or other period as agreed, whereupon the tenderer becomes the party named as the Contractor in the conditions of contract identified in the Contract Data.

Signature(s)

Name(s)

Capacity

**For the  
tenderer:**

(Insert name and address of organisation)

Name &  
signature of  
witness

Date



Tenderer's CIDB registration number:

## Acceptance

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the tenderer's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the conditions of contract identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the Employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

|         |                                                                                  |
|---------|----------------------------------------------------------------------------------|
| Part C1 | Agreements and Contract Data, (which includes this Form of Offer and Acceptance) |
| Part C2 | Pricing Data                                                                     |
| Part C3 | Scope of Work: Works Information                                                 |
| Part C4 | Site Information                                                                 |

and drawings and documents (or parts thereof), which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The tenderer shall within two weeks of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Unless the tenderer (now Contractor) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

Signature(s)

Name(s)

Capacity

**for the  
Employer**

Transnet SOC Ltd

(Insert name and address of organisation)

Name &  
signature of  
witness

Date

## Schedule of Deviations

Note:

1. To be completed by the Employer prior to award of contract. This part of the Offer & Acceptance would not be required if the contract has been developed by negotiation between the Parties and is not the result of a process of competitive tendering.
2. The extent of deviations from the tender documents issued by the Employer prior to the tender closing date is limited to those permitted in terms of the Conditions of Tender.
3. A tenderer's covering letter must not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid be the subject of agreement reached during the process of Offer and Acceptance, the outcome of such agreement shall be recorded here and the final draft of the contract documents shall be revised to incorporate the effect of it.

| No. | Subject | Details |
|-----|---------|---------|
| 1   |         |         |
| 2   |         |         |
| 3   |         |         |
| 4   |         |         |
| 5   |         |         |

By the duly authorised representatives signing this Schedule of Deviations below, the Employer and the tenderer agree to and accept this Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Tender Schedules, as well as any confirmation, clarification or changes to the terms of the Offer agreed by the tenderer and the Employer during this process of Offer and Acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Form shall have any meaning or effect in the contract between the parties arising from this Agreement.

|                             | For the tenderer:                         | For the Employer |
|-----------------------------|-------------------------------------------|------------------|
| Signature                   | _____                                     | _____            |
| Name                        | _____                                     | _____            |
| Capacity                    | _____                                     | _____            |
| On behalf of                | (Insert name and address of organisation) | Transnet SOC Ltd |
| Name & signature of witness | _____                                     | _____            |

---

Date .....

## C1.2 Contract Data

### Part one - Data provided by the Employer

| Clause | Statement                                                                                      | Data                                                          |
|--------|------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| 1      | <b>General</b>                                                                                 |                                                               |
|        | The conditions of contract are the core clauses and the clauses for main Option                |                                                               |
|        |                                                                                                | <b>A: Priced contract with activity schedule</b>              |
|        | dispute resolution Option                                                                      | <b>W1: Dispute resolution procedure</b>                       |
|        | and secondary Options                                                                          |                                                               |
|        |                                                                                                | <b>X2 Changes in the law</b>                                  |
|        |                                                                                                | <b>X7: Delay damages</b>                                      |
|        |                                                                                                | <b>X16: Retention</b>                                         |
|        |                                                                                                | <b>X18: Limitation of liability</b>                           |
|        |                                                                                                | <b>Z: Additional conditions of contract</b>                   |
|        | of the NEC3 Engineering and Construction Contract June 2005 (amended June 2006 and April 2013) |                                                               |
| 10.1   | The Employer is:                                                                               | <b>Transnet SOC Ltd<br/>(Registration No. 1990/000900/30)</b> |

|          |                                                                              |                                                                                                                                                                         |
|----------|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | Address                                                                      | Registered address:<br><b>Transnet Corporate Centre<br/>138 Eloff Street<br/>Braamfontein<br/>Johannesburg<br/>2000</b>                                                 |
|          | Having elected its Contractual Address for the purposes of this contract as: | <b>Transnet Engineering<br/>Bloemfontein</b>                                                                                                                            |
|          |                                                                              | <b>Transnet Engineering</b>                                                                                                                                             |
| 10.1     | The Project Manager is: (Name)                                               | <b>Leanoria Mogapi</b>                                                                                                                                                  |
|          | Address                                                                      | <b>Transnet Road<br/>Hiltom<br/>BLOEMFONTEIN<br/>9301</b>                                                                                                               |
|          | Tel                                                                          | <b>051 408 2268</b>                                                                                                                                                     |
|          | e-mail                                                                       | <a href="mailto:Naomi.Jordaan@transnet.net">Naomi.Jordaan@transnet.net</a>                                                                                              |
| 10.1     | The Supervisor is: (Name)                                                    | <b>Leanoria Mogapi</b>                                                                                                                                                  |
|          | e-mail                                                                       | <a href="mailto:Naomi.Jordaan">Naomi.Jordaan</a>                                                                                                                        |
| 11.2(13) | The works are                                                                | <b>THE FOR INSPECTIONS CLEANING AND SEALING OF GUTTERS, DRAINS, CHANNELS, DOWN<br/>PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT, FOR A PERIOD OF 3 MONTHS</b> |
| 11.2(14) | The following matters will be included in the Risk Register                  |                                                                                                                                                                         |
| 11.2(15) | The boundaries of the site are                                               | <b>As stated in Part C4.1." Description of the Site and it surroundings"</b>                                                                                            |
| 11.2(16) | The Site Information is in                                                   | <b>Part C4</b>                                                                                                                                                          |
| 11.2(19) | The Works Information is in                                                  | <b>Part C3</b>                                                                                                                                                          |

|          |                                                                                |                                                                                                |                                       |
|----------|--------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------------|
| 12.2     | The law of the contract is the law of                                          | <b>the Republic of South Africa subject to the jurisdiction of the Courts of South Africa.</b> |                                       |
| 13.1     | The language of this contract is                                               | <b>English</b>                                                                                 |                                       |
| 13.3     | The period for reply is                                                        | <b>2 weeks</b>                                                                                 |                                       |
| <b>2</b> | <b>The Contractor's main responsibilities</b>                                  | <b>No additional data is required for this section of the conditions of contract.</b>          |                                       |
| <b>3</b> | <b>Time</b>                                                                    |                                                                                                |                                       |
| 11.2(3)  | The completion date for the whole of the works is                              |                                                                                                |                                       |
| 11.2(9)  | The key dates and the conditions to be met are:                                | <b>Condition to be met:</b>                                                                    | <b>Not Applicable</b>                 |
| 30.1     | The access dates are                                                           | <b>Part of the Site<br/>Transnet Engineering,<br/>Bloemfontein Depot</b>                       | <b>Date<br/>28 SEPTEMBER<br/>2026</b> |
| 31.1     | The Contractor is to submit a first programme for acceptance within            | <b>2 weeks of the Contract Date.</b>                                                           |                                       |
| 31.2     | The starting date is:                                                          | <b>Tba</b>                                                                                     |                                       |
| 32.2     | The Contractor submits revised programmes at intervals no longer than          | <b>2 weeks</b>                                                                                 |                                       |
| 35.1     | The Employer is not willing to take over the works before the Completion Date: | <b>Tba</b>                                                                                     |                                       |
| <b>4</b> | <b>Testing and Defects</b>                                                     |                                                                                                |                                       |
| 42.2     | The defects date is                                                            | <b>52 (fifty-two) weeks after Completion of the whole of the works.</b>                        |                                       |
| 43.2     | The defect correction period is                                                | <b>2 weeks</b>                                                                                 |                                       |

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**5 Payment**

50.1 The assessment interval is **25<sup>th</sup> (twenty fifth) day of each successive month.**

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51.1 The currency of this contract is **South African Rand.**  
the

|      |                                              |                                                                                                                                                          |
|------|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 51.2 | The period within which payments are made is | <b>Payment will be effected on or before the last day of the month following the month during which a valid Tax Invoice and Statement were received.</b> |
| 51.4 | The interest rate is                         | <b>the prime lending rate of Standard Bank of South Africa.</b>                                                                                          |

## **6 Compensation events**

|          |                                                                                                               |                                                                                                                                                                                                                                                                                                                       |
|----------|---------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 60.1(13) | The weather measurements to be recorded for each calendar month are,                                          | <b>the cumulative rainfall (mm)</b><br><br><b>the number of days with rainfall more than 10 mm</b><br><br><b>the number of days with minimum air temperature less than 0 degrees Celsius</b><br><br><b>the number of days with snow lying at 08:00 hours South African Time</b><br><br><b>and these measurements:</b> |
|          | The place where weather is to be recorded (on the Site ) is:                                                  | <b>Freestate, Bloemfontein</b>                                                                                                                                                                                                                                                                                        |
|          | The weather data are the records of past weather measurements for each calendar month which were recorded at: | <b>Freestate, Bloemfontein</b>                                                                                                                                                                                                                                                                                        |
|          | and which are available from:                                                                                 | <b>South African Weather Service 012 367 6023 or <a href="mailto:info3@weathersa.co.za">info3@weathersa.co.za</a>.</b>                                                                                                                                                                                                |

|          |                                                                 |                                                                                                                                                                                                                                                                                                                                       |
|----------|-----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>7</b> | <b>Title</b>                                                    | <b>No additional data is required for this section of the conditions of contract.</b>                                                                                                                                                                                                                                                 |
| <b>8</b> | <b>Risks and insurance</b>                                      |                                                                                                                                                                                                                                                                                                                                       |
| 80.1     | These are additional Employer's risks                           |                                                                                                                                                                                                                                                                                                                                       |
| 84.1     | The Employer provides these insurances from the Insurance Table |                                                                                                                                                                                                                                                                                                                                       |
|          | 1 Insurance against:                                            | <b>Loss of or damage to the works, Plant and Materials is as stated in the Insurance policy for Contract Works/ Public Liability.</b>                                                                                                                                                                                                 |
|          | Cover / indemnity:                                              | <b>to the extent as stated in the insurance policy for Contract Works / Public Liability</b>                                                                                                                                                                                                                                          |
|          | The deductibles are:                                            | <b>as stated in the insurance policy for Contract Works / Public Liability</b>                                                                                                                                                                                                                                                        |
|          | 2 Insurance against:                                            | <b>Loss of or damage to property (except the works, Plant and Materials &amp; Equipment) and liability for bodily injury to or death of a person (not an employee of the Contractor) arising out of or in connection with the performance of the Contract as stated in the insurance policy for Contract Works / Public Liability</b> |
|          | Cover / indemnity                                               | <b>Is to the extent as stated in the insurance policy for Contract Works / Public Liability</b>                                                                                                                                                                                                                                       |
|          | The deductibles are                                             | <b>as stated in the insurance policy for Contract Works / Public Liability</b>                                                                                                                                                                                                                                                        |
|          | 3 Insurance against:                                            | <b>Loss of or damage to Equipment (Temporary Works only) as stated in the insurance policy for contract Works and Public Liability</b>                                                                                                                                                                                                |
|          | Cover / indemnity                                               | <b>Is to the extent as stated in the insurance policy for Contract Works / Public Liability</b>                                                                                                                                                                                                                                       |

|                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The deductibles are: | <b>As stated in the insurance policy for Contract Works / Public Liability</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 4 Insurance against: | <b>Contract Works SASRIA insurance subject to the terms, exceptions and conditions of the SASRIA coupon</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Cover / indemnity    | <b>Cover / indemnity is to the extent provided by the SASRIA coupon</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| The deductibles are  | <b>The deductibles are, in respect of each and every theft claim, 0,1% of the contract value subject to a minimum of R2,500 and a maximum of R25,000.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Note:                | <b>The deductibles for the insurance as stated above are listed in the document titled "Certificate of Insurance: Transnet (SOC) Limited Principal Controlled Insurance."</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 84.1                 | <p data-bbox="304 1081 758 1361">The minimum limit of indemnity for insurance in respect of death of or bodily injury to employees of the Contractor arising out of and in the course of their employment in connection with this contract for any one event is</p> <p data-bbox="304 1384 758 1462">The Contractor provides these additional Insurances</p> <p data-bbox="774 1160 1457 1317"><b>The Contractor must comply at a minimum with the provisions of the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993 as amended.</b></p> <ol style="list-style-type: none"> <li data-bbox="774 1384 1457 1630"><b>1 Where the contract requires that the design of any part of the works shall be provided by the Contractor the Contractor shall satisfy the Employer that professional indemnity insurance cover in connection therewith has been affected</b></li> <li data-bbox="774 1653 1457 2049"><b>2 Where the contract involves manufacture, and/or fabrication of Plant &amp; Materials, components or other goods to be incorporated into the works at premises other than the site, the Contractor shall satisfy the Employer that such plant &amp; materials, components or other goods for incorporation in the works are adequately insured during manufacture and/or fabrication and transportation to the site.</b></li> </ol> |

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**3 Should the Employer have an insurable interest in such items during manufacture, and/or fabrication, such interest shall be noted by endorsement to the Contractor's policies of insurance as well as those of any sub-contractor**

**4 Motor Vehicle Liability Insurance comprising (as a minimum) "Balance of Third Party" Risks including Passenger and Unauthorised Passenger Liability indemnity with a minimum indemnity limit of R 5 000 000.**

**5 The insurance coverage referred to in 1, 2, 3, and 4 above shall be obtained from an insurer(s) in terms of an insurance policy approved by the Employer. The Contractor shall arrange with the insurer to submit to the Project Manager the original and the duplicate original of the policy or policies of insurance and the receipts for payment of current premiums, together with a certificate from the insurer or insurance broker concerned, confirming that the policy or policies provide the full coverage as required. The original policy will be returned to the Contractor.**

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84.2 The minimum limit of indemnity for insurance in respect of loss of or damage to property (except the works, Plant, Materials and Equipment) and liability for bodily injury to or death of a person (not an employee of the Contractor) caused by activity in connection with this contract for any one event is

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**Whatever the Contractor requires in addition to the amount of insurance taken out by the Employer for the same risk.**

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|           |                                                                                                                                                                    |                                                                                                                                                                                                       |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 84.2      | The insurance against loss of or damage to the works, Plant and Materials as stated in the insurance policy for contract works and public liability selected from: | <b>Principal Controlled Insurance policy for Contract</b>                                                                                                                                             |
| <b>9</b>  | <b>Termination</b>                                                                                                                                                 | <b>There is no additional Contract Data required for this section of the conditions of contract.</b>                                                                                                  |
| <b>10</b> | <b>Data for main Option clause</b>                                                                                                                                 |                                                                                                                                                                                                       |
| <b>A</b>  | <b>Priced contract with Activity Schedule</b>                                                                                                                      | <b>No additional data is required for this Option.</b>                                                                                                                                                |
| <b>11</b> | <b>Data for Option W1</b>                                                                                                                                          |                                                                                                                                                                                                       |
| W1.1      | The Adjudicator is                                                                                                                                                 | <b>Both parties will agree as and when a dispute arises. If the parties cannot reach an agreement on the Adjudicator, the Chairman of the Association of Arbitrators will appoint an Adjudicator.</b> |
| W1.2(3)   | The Adjudicator nominating body is:<br><br>If no Adjudicator nominating body is entered, it is:                                                                    | <b>The Chairman of the Association of Arbitrators (Southern Africa)</b><br><br><b>the Association of Arbitrators (Southern Africa)</b>                                                                |
| W1.4(2)   | The tribunal is:                                                                                                                                                   | <b>Arbitration</b>                                                                                                                                                                                    |
| W1.4(5)   | The arbitration procedure is                                                                                                                                       | <b>The Rules for the Conduct of Arbitrations of the Association of Arbitrators (Southern Africa)</b>                                                                                                  |
|           | The place where arbitration is to be held is                                                                                                                       | <b>Gauteng, South Africa</b>                                                                                                                                                                          |
|           | The person or organisation who will choose an arbitrator                                                                                                           |                                                                                                                                                                                                       |
|           | - if the Parties cannot agree a choice or                                                                                                                          | <b>The Chairman of the Association of Arbitrators (Southern Africa)</b>                                                                                                                               |
|           | - if the arbitration procedure does not state who selects an arbitrator, is                                                                                        |                                                                                                                                                                                                       |

|            |                                                                                                                                                                 |                                                          |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>12</b>  | <b>Data for secondary Option clauses</b>                                                                                                                        |                                                          |
| <b>X2</b>  | <b>Changes in the law</b>                                                                                                                                       | <b>No additional data is required for this Option</b>    |
| <b>X7</b>  | <b>Delay damages</b>                                                                                                                                            |                                                          |
| X7.1       | Delay damages for Completion of the whole of the works are                                                                                                      | <b>R1000 per calendar day</b>                            |
| <b>X16</b> | <b>Retention</b>                                                                                                                                                |                                                          |
| X16.1      | The retention free amount is                                                                                                                                    | <b>Nil</b>                                               |
|            | The retention percentage is                                                                                                                                     | <b>5% on all payments certified.</b>                     |
| <b>X18</b> | <b>Limitation of liability</b>                                                                                                                                  |                                                          |
| X18.1      | The Contractor's liability to the Employer for indirect or consequential loss is limited to:                                                                    | <b>Nil</b>                                               |
|            |                                                                                                                                                                 | <b>The deductible of the relevant insurance policy</b>   |
| X18.2      | For any one event, the Contractor's liability to the Employer for loss of or damage to the Employer's property is limited to:                                   | <b>The cost of correcting the Defect</b>                 |
| X18.3      | The Contractor's liability for Defects due to his design which are not listed on the Defects Certificate is limited to:                                         | <b>The Total of the Prices</b>                           |
| X18.4      | The Contractor's total liability to the Employer for all matters arising under or in connection with this contract, other than excluded matters, is limited to: | <b>1 year after Completion of the whole of the works</b> |
| X18.5      | The end of liability date is                                                                                                                                    |                                                          |
| <b>Z</b>   | <b>Additional conditions of contract are:</b>                                                                                                                   |                                                          |

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**Z1 Additional clauses relating to  
Joint Venture****Z1.1****Insert the additional core clause 27.5**

**27.5. In the instance that the Contractor is a joint venture, the Contractor shall provide the Employer with a certified copy of its signed joint venture agreement, and in the instance that the joint venture is an 'Incorporated Joint Venture,' the Memorandum of Incorporation, within 4 (four) weeks of the Contract Date.**

**The Joint Venture agreement shall contain but not be limited to the following:**

- **A brief description of the Contract and the Deliverables;**
- **The name, physical address, communications addresses and domicilium citandi et executandi of each of the constituents and of the Joint Venture;**
- **The constituent's interests;**
- **A schedule of the insurance policies, sureties, indemnities and guarantees which must be taken out by the Joint Venture and by the individual constituents;**
- **Details of an internal dispute resolution procedure;**
- **Written confirmation by all of the constituents:**
  - i. **of their joint and several liabilities to the Employer to Provide the Works;**
  - ii. **identification of the lead partner in the joint venture confirming the authority of the lead partner to bind the joint venture through the Contractor's representative;**

iii. Identification of the roles and responsibilities of the constituents to provide the Works.

• Financial requirements for the Joint Venture:

iv. the working capital requirements for the Joint Venture and the extent to which and manner whereby this will be provided and/or guaranteed by the constituents from time to time;

v. the names of the auditors and others, if any, who will provide auditing and accounting services to the Joint Venture.

**Z1.2**

Insert additional core clause 27.6

**27.6. The Contractor shall not alter its composition or legal status of the Joint Venture without the prior approval of the Employer.**

**Z2 Additional obligations in respect of Termination**

**Z2.1**

The following will be included under core clause 91.1:

In the second main bullet, after the word 'partnership' add 'joint venture whether incorporate or otherwise (including any constituent of the joint venture)' and

Under the second main bullet, insert the following additional bullets after the last sub-bullet:

- commenced business rescue proceedings (R22)
- repudiated this Contract (R23)

|             |                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Z2.2</b> | <b>Termination Table</b>                                             | <p>The following will be included under core clause 90.2 Termination Table as follows:</p> <p>Amend "A reason other than R1 – R21" to "A reason other than R1 – R23"</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Z2.3</b> |                                                                      | Amend "R1 – R15 or R18" to "R1 – R15, R18, R22 or R23."                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Z3</b>   | <b>Right Reserved by the Employer to Conduct Vetting through SSA</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Z3.1</b> |                                                                      | <p>The Employer reserves the right to conduct vetting through State Security Agency (SSA) for security clearances of any Contractor who has access to National Key Points for the following without limitations:</p> <ol style="list-style-type: none"> <li>1. Confidential – this clearance is based on any information which may be used by malicious, opposing or hostile elements to harm the objectives and functions of an organ of state.</li> <li>2. Secret – clearance is based on any information which may be used by malicious, opposing or hostile elements to disrupt the objectives and functions of an organ of state.</li> <li>3. Top Secret – this clearance is based on information which may be used by malicious, opposing or hostile elements to neutralise the objectives and functions of an organ of state.</li> </ol> |

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**Z4 Additional Clause Relating to Collusion in the Construction Industry**

**Z4.1** The contract award is made without prejudice to any rights the Employer may have to take appropriate action later with regard to any declared tender rigging including blacklisting.

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**Z5 Protection of Personal Information Act**

**Z5.1** The Employer and the Contractor are required to process information obtained for the duration of the Agreement in a manner that is aligned to the Protection of Personal Information Act.

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## C1.2 Contract Data

### Part two - Data provided by the Contractor

The tendering Contractor is advised to read both the NEC3 Engineering and Construction Contract - June 2005 (with amendments June 2006 and April 2013) and the relevant parts of its Guidance Notes (ECC3-GN) in order to understand the implications of this Data which the tenderer is required to complete. An example of the completed Data is provided on pages 156 to 158 of the ECC3 Guidance Notes.

Completion of the data in full, according to Options chosen, is essential to create a complete contract.

| Clause   | Statement                           | Data |
|----------|-------------------------------------|------|
| 10.1     | The Contractor is (Name):           |      |
|          | Address                             |      |
|          | Tel No.                             |      |
|          | Fax No.                             |      |
| 11.2(8)  | The direct fee percentage is        | %    |
|          | The subcontracted fee percentage is | %    |
| 11.2(18) | The working areas are the Site and  |      |
| 24.1     | The Contractor's key persons are:   |      |
|          | 1 Name:                             |      |
|          | Job:                                |      |
|          | Responsibilities:                   |      |
|          | Qualifications:                     |      |
|          | Experience:                         |      |
|          | 2 Name:                             |      |
|          | Job                                 |      |
|          | Responsibilities:                   |      |
|          | Qualifications:                     |      |
|          | Experience:                         |      |

|            |                                                                              |                                                                                                                                                           |                         |             |
|------------|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------|
|            |                                                                              | <b>CV's (and further key persons data including CVs) are appended to Tender Schedule entitled .</b>                                                       |                         |             |
| 11.2(14)   | The following matters will be included in the Risk Register                  |                                                                                                                                                           |                         |             |
| 31.1       | The programme identified in the Contract Data is                             |                                                                                                                                                           |                         |             |
| <b>A</b>   | <b>Priced contract with activity schedule</b>                                |                                                                                                                                                           |                         |             |
| 11.2(20)   | The activity schedule is in                                                  |                                                                                                                                                           |                         |             |
| 11.2(30)   | The tendered total of the Prices is                                          | <b>(in figures)</b><br><b>(in words), excluding VAT</b>                                                                                                   |                         |             |
|            | <b>Data for Schedules of Cost Components</b>                                 | Note "SCC" means Schedule of Cost Components starting on page 60 of ECC, and "SSCC" means Shorter Schedule of Cost Components starting on page 63 of ECC. |                         |             |
| <b>A</b>   | <b>Priced contract with activity schedule</b>                                | <b>Data for the Shorter Schedule of Cost Components</b>                                                                                                   |                         |             |
| 41 in SSCC | The percentage for people overheads is:                                      | <b>%</b>                                                                                                                                                  |                         |             |
| 21 in SSCC | The published list of Equipment is the last edition of the list published by |                                                                                                                                                           |                         |             |
|            | The percentage for adjustment for Equipment in the published list is         | <b>% (state plus or minus)</b>                                                                                                                            |                         |             |
| 22 in SSCC | The rates of other Equipment are:                                            | <b>Equipment</b>                                                                                                                                          | <b>Size or capacity</b> | <b>Rate</b> |
|            |                                                                              |                                                                                                                                                           |                         |             |
|            |                                                                              |                                                                                                                                                           |                         |             |
|            |                                                                              |                                                                                                                                                           |                         |             |
|            |                                                                              |                                                                                                                                                           |                         |             |
|            |                                                                              |                                                                                                                                                           |                         |             |

|    |    |                                                                                                                              |                             |                    |
|----|----|------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------------|
| 61 | in | The hourly rates for Defined Cost of design outside the Working Areas are                                                    | <b>Category of employee</b> | <b>Hourly rate</b> |
|    |    |                                                                                                                              |                             |                    |
|    |    |                                                                                                                              |                             |                    |
|    |    |                                                                                                                              |                             |                    |
|    |    |                                                                                                                              |                             |                    |
| 62 | in | The percentage for design overheads is                                                                                       | <b>%</b>                    |                    |
| 63 | in | The categories of design employees whose travelling expenses to and from the Working Areas are included in Defined Cost are: |                             |                    |



Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 201\_

Signature(s)

Name(s) (printed)

Position in parent company

Signature of Witness(s)

Name(s) (printed)

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## PART 2: PRICING DATA

| Document reference | Title                          | No of pages |
|--------------------|--------------------------------|-------------|
| C2.1               | Pricing instructions: Option A |             |
| C2.2               | Activity Schedule              |             |

## C2.1 Pricing Instructions: Option A

### 1. The conditions of contract

#### 1.1. How the contract prices work and assesses it for progress payments

Clause 11 in NEC3 Engineering and Construction Contract, June 2005, (with amendments June 2006 and April 2013) (ECC) Option A states:

**Identified 11  
and  
defined 11.2  
terms**

(20) The Activity Schedule is the activity schedule unless later changed in accordance with this contract.

(22) Defined Cost is the cost of the components in the Shorter Schedule of Cost Components whether work is subcontracted or not excluding the cost of preparing quotations for compensation events.

(27) The Price for Work Done to Date is the total of the Prices for

- each group of completed activities and
- each completed activity which is not in a group

A completed activity is one which is without Defects which would either delay or be covered by immediately following work.

(30) The Prices are the lump sums for each of the activities on the Activity Schedule unless later changed in accordance with this contract.

#### 1.2. Measurement and Payment

1.2.1 The Activity Schedule provides the basis of all valuations of the Price for Work Done to Date, payments in multiple currencies, price adjustments for inflation and general progress monitoring.

1.2.2 The amount due at each assessment date is based on **completed activities and/or milestones** as indicated on the Activity Schedule.

1.2.3 The Activity Schedule work breakdown structure provided by the Contractor is based on the Activity Schedule provided by the Employer. The activities listed by the Employer are the minimum activities acceptable and identify the specific activities which are required to achieve Completion. The activity schedule work breakdown structure is compiled to the satisfaction of the Project Manager with any additions and/or amendments deemed necessary.

1.2.4 The Contractor's detailed Activity Schedule summates back to the Activity Schedule provided by the Employer and is in sufficient detail to monitor completion of activities related to the Accepted Programme in order that payment of completed activities may be assessed.

- 1.2.5 The short descriptions in the Activity Schedule are for identification purposes only. All work described in the Works Information is deemed included in the activities.
- 1.2.6 The Activity Schedule is integrated with the Prices, Accepted Programme and where required the forecast rate of payment schedule.
- 1.2.7 Activities in multiple currencies are separately identified on both the Activity Schedule and the Accepted Programme for each currency.
- 1.2.8 The tendered total of the prices as stated in the Contract Data is obtained from the Activity Schedule summary. The tendered total of the prices includes for all direct and indirect costs, overheads, profits, risks, liabilities and obligations relative to the Contract.

## C2.2 Activity Schedule

The Tenderer details his Activity Schedule below or makes reference to his Activity Schedule and attaches it to this schedule.

The details given below serve as guidelines only and the Tenderer may split or combine the activities to suit his particular methods.

|         | <b>Bay 39,25,40-45, LOCO-STORE, RM MAIN OFFICES, LOCOMOTIVE MAIN OFFICES, A19, A20, A21 AND RM STORE</b>                                                                                                        |                |          |      |        |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------|------|--------|
| Item No | Activity                                                                                                                                                                                                        | Unit           | Quantity | Rate | Amount |
| 1.      | inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris at bay 39,25,40-45, loco- store A19, A20, A21 and rm store.                                            | m <sup>2</sup> | 24605    |      |        |
| 2.      | Inspect gutters for rust and leakages, clean debris in gutters and Seal gutters near different columns. (Refer to user requirement specification).                                                              | m              | 1380     |      |        |
| 3.      | Inspect water collectors and downpipes for rust and leakages, clean debris in gutters, Seal water collectors and down pipes at the joints and flush the downpipes together with adjoining drains at the bottom. | each           | 264      |      |        |
| 4.      | Inspect channels for blockages and check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                                                | m              | 1600     |      |        |
| 5.      | Seal down pipes near different columns. (Refer to user requirement specification).                                                                                                                              | each           | 153      |      |        |
|         | <b>BAY32-38, BAY26-31, KOPANO, PCO AND BAY 48-50.</b>                                                                                                                                                           |                |          |      |        |
| Item No | Activity                                                                                                                                                                                                        | Unit           | Quantity | Rate | Amount |
| 1.      | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and                                                                                                                     | m <sup>2</sup> | 42226    |      |        |

|           |                                                                                                                                                                                                                                        |      |      |  |  |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|--|--|
|           | clean debris at bay 32-38-bay 26-31, Kapono, PCO, RSE Admin building and bay 48-50.                                                                                                                                                    |      |      |  |  |
| <b>2.</b> | Inspect gutters for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints (refer to user specification for Colum numbers).                                                                     | m    | 2771 |  |  |
| <b>3.</b> | Inspect water collectors and downpipes for rust and leakages and clean debris in down pipes, seal water collectors and down pipes at the joints and flush the downpipes together with adjoining drains at the bottom.                  | each | 319  |  |  |
| <b>4.</b> | Inspect channels for blockages and check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                                                                       | m    | 2046 |  |  |
|           | <b>Bay 9-13, RFR store, Wagon store, Kitchen at bay 13, bay 13AB offices</b>                                                                                                                                                           |      |      |  |  |
| <b>1.</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris at Bay 9 -13, RFR store, Wagon store, Kitchen at bay 13, bay 13AB offices.                                                    |      |      |  |  |
| <b>2.</b> | Inspect gutters for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints. (Refer to user requirement specification for column numbers).                                                       | m    | 117  |  |  |
| <b>3.</b> | Inspect water collectors and downpipes for rust and leakages and clean debris in down pipes, Seal water collectors and down pipes at the joints( 300mm by 300mm) and flush the downpipes together with adjoining drains at the bottom. | m    | 21   |  |  |

|    |                                                                                                                                                                                                                                                            |                |       |  |  |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------|--|--|
| 4. | Inspect channels for blockages and check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                                                                                           | m              | 2208  |  |  |
| 5. | Seal galvanized ridge flashing at 13AB offices.                                                                                                                                                                                                            | m              | 10    |  |  |
|    | <b>BAY 45-47 AND WHEELS MAIN BUILDING OFFICES</b>                                                                                                                                                                                                          |                |       |  |  |
| 1. | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris at bay 45-47 and wheels main building offices                                                                                                     | m <sup>2</sup> | 31740 |  |  |
| 2. | Inspect gutters for rust and leakages, clean debris in gutters.                                                                                                                                                                                            | m              | 2645  |  |  |
| 3. | Inspect water collectors and downpipes for rust and leakages, clean debris in gutters, Seal water collectors and down pipes at the joints and flush the downpipes together with adjoining drains at the bottom. (Refer to user requirement specification). | each           | 184   |  |  |
| 4. | Inspect channels for blockages and check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                                                                                           | m              | 2208  |  |  |
|    | <b>BAY 1A-3 PATTERN SHOP LIFT AREA FOUNDRY BUSINESS</b>                                                                                                                                                                                                    |                |       |  |  |
| 1. | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris at bay 1A-3, pattern shop lift area and sand blast                                                                                                | m <sup>2</sup> | 15553 |  |  |
| 2. | Seal gutters near different columns pattern shop lift area. (Refer to user requirement specification).                                                                                                                                                     | m <sup>2</sup> | 16    |  |  |
|    | <b>CONTAINER PARK, ELECTRICAL TRAINING</b>                                                                                                                                                                                                                 |                |       |  |  |

|               |                                                 |                |      |  |  |
|---------------|-------------------------------------------------|----------------|------|--|--|
|               | <b>CENTER AND PATTEN SHOP</b>                   |                |      |  |  |
| 1.            | Patten shop AREA:                               | m <sup>2</sup> | 612  |  |  |
| 2.            | Electrical training centre AREA:                | m <sup>2</sup> | 1000 |  |  |
| 3.            | Electrical Training center<br>Kitchen AREA:     | m <sup>2</sup> | 84   |  |  |
| 4.            | Container Park main offices<br>AREA:            | m <sup>2</sup> | 154  |  |  |
| 5.            | Container Park Workshop AREA<br>1:              | m <sup>2</sup> | 4277 |  |  |
| 6.            | Container Park Workshop AREA<br>2:              | m <sup>2</sup> | 1197 |  |  |
| 7.            | Down pipes to be sealed and<br>seal all gutters | each           | 60   |  |  |
|               | <b>CLINIC</b>                                   |                |      |  |  |
| 1             | Clinic Area:                                    | m <sup>2</sup> | 185  |  |  |
| 2.            | Down pipes                                      | each           | 8    |  |  |
|               | <b>CANTEEN</b>                                  |                |      |  |  |
| 1.            | Area:                                           | m <sup>2</sup> | 409  |  |  |
| 2.            | Down pipe                                       | each           | 11   |  |  |
|               | <b>SECURITY MAIN OFFICE</b>                     |                |      |  |  |
| 1.            | Area:                                           | m <sup>2</sup> | 8    |  |  |
| 2.            | Down pipe                                       | each           | 2    |  |  |
|               | Gutters                                         | each           | 2    |  |  |
|               | <b>SATAU MAIN OFFICE</b>                        |                |      |  |  |
| 1.            | Area                                            | m <sup>2</sup> | 35   |  |  |
| 2.            | Down pipe                                       | each           | 2    |  |  |
|               | <b>UNTU MAIN OFFICE</b>                         |                |      |  |  |
| 1.            | Area:                                           | m <sup>2</sup> | 7    |  |  |
|               | Gutters                                         | each           | 2    |  |  |
| 2.            | Down pipe                                       | each           | 2    |  |  |
|               | <b>HR MAIN BUILDING</b>                         |                |      |  |  |
| <b>Area A</b> | <b>FRONT FIRST WING<br/>OUTSIDE</b>             |                |      |  |  |
|               | Area:                                           | m <sup>2</sup> | 1480 |  |  |
|               | Down pipe                                       | each           | 9    |  |  |
| <b>Area B</b> | <b>SECOND WING OUTSIDE</b>                      |                |      |  |  |
|               | Area                                            | m <sup>2</sup> | 646  |  |  |
|               | Down pipe                                       | each           | 4    |  |  |
| <b>Area C</b> | <b>THIRD WING OUTSIDE</b>                       |                |      |  |  |
|               | Area:                                           | m <sup>2</sup> | 1112 |  |  |
|               | Down pipe                                       | each           | 10   |  |  |
| <b>Area D</b> | <b>FIRST WING INSIDE</b>                        |                |      |  |  |
|               | Area:                                           | m <sup>2</sup> | 510  |  |  |
|               | Veranda Area                                    | m <sup>2</sup> | 70   |  |  |
|               | Down pipes                                      | each           | 9    |  |  |
| <b>Area E</b> | <b>SECOND WING INSIDE</b>                       |                |      |  |  |
|               | Area:                                           | m <sup>2</sup> | 670  |  |  |

|        |                         |                |     |  |  |
|--------|-------------------------|----------------|-----|--|--|
|        | Down pipe<br>Braai area | each           | 13  |  |  |
| Area F | THIRD WING INSIDE       |                |     |  |  |
|        | Area:                   | m <sup>2</sup> | 512 |  |  |
|        | Down pipe               | each           | 8   |  |  |

|  |                  |  |
|--|------------------|--|
|  | Total (Excl VAT) |  |
|  |                  |  |
|  | VAT @ 15%        |  |
|  | Total (Incl VAT) |  |
|  |                  |  |

## PART 3: WORKS INFORMATION

| Document reference | Title             | No of pages |
|--------------------|-------------------|-------------|
| C3                 | Works Information |             |
| C4                 | Site information  |             |

### C3: Works Information

**THIS SPECIFICATION IS FOR THE INSPECTIONS CLEANING AND SEALING OF GUTTERS, DRAINS, CHANNELS, DOWN PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT, FOR A PERIOD OF 3 MONTHS**

|                                                                                                                                                              |                   |                                                                                   |       |            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------------|-------|------------|
| Description: (Specification for inspections cleaning and sealing of gutters, drains, channels, down pipes, ridges and roof sheets in TE Bloemfontein plant ) |                   |                                                                                   |       |            |
| Compiled By:                                                                                                                                                 | Leanoria Mogapi   |  | Date: | 08.07.2026 |
| Recommended By:                                                                                                                                              | Rosy Chakane      |  | Date: | 08.07.2026 |
| Approve By:                                                                                                                                                  | William Ramahlaha |  | Date: | 08.07.2026 |
|                                                                                                                                                              |                   |                                                                                   |       |            |
| Location:                                                                                                                                                    | Bloemfontein      |                                                                                   |       |            |

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| 5 Technical Requirements.....                     | 4 |
| 6 Codes of Practice, Regulations & Standards..... | 4 |
| 7 Commissioning .....                             | 4 |
| 8 Specific Requirements: .....                    | 5 |

## **1 Scope of Work**

- 1.1** The scope of work for the Inspection, cleaning and sealing of gutters, drains, channels, down pipes, roof sheets
- 1.2** This specification states the minimum requirements relating to the work and in no way absolves the contractor from responsibility for sound maintenance engineering practice. Any omissions or substandard requirements of this specification must be brought to the attention of Transnet Engineering Contract Manager at tender stage and optional prices for addressing such omissions must be provided.

## **2 Site Inspection**

Tenderers must visit the site to familiarize themselves with all the aspects involved relating to the project that must be done. This must be arranged via the Contract Manager. The site inspection certificate will be counter-signed by the Contract Manager on day of the site visit. The tender documents must only be submitted if the site inspection certificate has been signed.

## **3 Information Required**

Tenders shall be duplicate and will not be considered if full particulars of all relevant equipment and works requested are not submitted at the tender stage, to ensure an objective assessment of the offer can be made. Tenderers shall confirm that the items that they are offering comply at a standard not less than the minimum required requirement asked for in the specifications. Tenderers must comply with these specifications, but alternative offers may, in addition, also be submitted. Such alternative offers must be fully motivated and substantiated.

## **4 Specific Requirements**

### **4.1 Adhere to the Construction Regulations**

### **4.2 Compensation of Occupational Injuries and Diseases Act (Act 130 of 1993) as amended**

### **4.3 Transnet Contractor Management Procedure (TRN-IMS-GRP-PROC 014)**

**4.4** The contractor shall undergo Safety, Health and Environmental (SHE) Induction, and be issued with Induction certificate and valid permits authorizing him/her to enter Transnet premises for the duration of the contract.

**4.5** The contractor is required to produce an approved Compliance File or SHE File and Site Instruction Book on site at all times.

**4.6** All measurements and amounts must be stipulated in quote.

**4.7** A supervisor will always be on site.

**4.8** Comply with Transnet Engineering Waste Management Standard.

**4.9** The correct PPE must be always worn. (Harnesses ropes, etc.)

**4.10** During and on completion of the project, there will be SHE inspections and Risk assessments done on the site that the supplier/vendor is working on, which will be reported to the project manager.

**4.11** Failure to comply will result in a stop certificate being issued and the supplier will be required to leave the site until the situation is rectified.

**4.12** All scaffolding used to be SANS approved.

**4.13** All employees who will be working at height must have medical fitness certificate and proof of competency training thereof.

**4.14** Valid letter of good standing with Compensation commissioner.

## **5 Technical Requirements.**

### **5.1 Valid registration with CIDB and NHBRC**

## **6 Codes of Practice, Regulations & Standards.**

The tender shall specify which statutory or industry rules will be applied for the equipment to be working successfully and safely and shall indicate the designed life span.

## **7 Commissioning**

A detailed program (project-plan/Gantt-chart) shall be submitted with the tender, indicating the main activities and periods necessary up to handover. The bidder shall submit with their tender a detail procedure for the Inspection, cleaning and sealing of gutters, drains, channels, downpipes, roof sheets, ridges in TE Bloemfontein plant. The contractor shall be fully responsible for any damage caused to all supplied equipment and to Transnet Engineering's assets during the installation and commissioning. The supplier shall conduct a risk assessment to identify anything that might hinder the service requirements.

**8 Specific Requirements:**

| ITEM NO      | Requirements                                                                                                                                                                                      |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>8</b>     | <b>THIS SPECIFICATION IS FOR INSPECTIONS OF ROOF SHEETS, CLEANING, SEALLING OF GUTTERS, DRAINS, CHANNELS, DOWN PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT.</b>                        |
| <b>8 .1</b>  | <b>Scope of work</b>                                                                                                                                                                              |
|              | <b>Bay 9-13, Bay 15-18, Bay 13AB, WNB Store, RFR Store WNB Paint section.</b>                                                                                                                     |
| <b>8.1.1</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris                                                                                          |
| <b>8.1.2</b> | Inspect gutters(117M) for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints.                                                                          |
| <b>8.1.3</b> | Inspect water collectors and downpipes (21M) for rust, leakages and clean debris Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |
| <b>8.1.4</b> | Inspect channels(200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                     |
| <b>8.1.5</b> | Seal galvanized ridge flashing at 13AB offices.                                                                                                                                                   |

|              |                                                                                                                                                                                                      |  |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>8.2</b>   | <b>BAY 40-47 AND WHEELS, LOCOMOTIVE, RM MAIN BUILDING OFFICES, LOCO- STORE, RM STORE, A19, A20, A21</b>                                                                                              |  |
| <b>8.2.1</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris at bay and wheels main building offices                                                     |  |
| <b>8.2.2</b> | Inspect gutters(208M) for rust and leakages, clean debris in gutters.                                                                                                                                |  |
| <b>8.2.3</b> | Inspect pipe gutters(208M) for rust and leakages, clean debris in gutters.                                                                                                                           |  |
| <b>8.2.4</b> | Inspect water collectors and downpipes (20M) for rust, leakages and clean debris                                                                                                                     |  |
| <b>8.2.5</b> | Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom.                                                                                     |  |
| <b>8.3</b>   | <b>Bay 39-32, Compressor house, Bogy's store</b>                                                                                                                                                     |  |
| <b>8.3.1</b> | inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris                                                                                             |  |
| <b>8.3.2</b> | Inspect gutters(162M) for rust and leakages, clean debris in gutters and Seal gutters near different columns.                                                                                        |  |
| <b>8.3.3</b> | Inspect pipe gutters(162M) for rust and leakages, clean debris in gutters.                                                                                                                           |  |
| <b>8.3.4</b> | Inspect water collectors and downpipes (21M) for rust, leakages and clean debris<br>Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |  |
| <b>8.3.5</b> | Inspect channels (200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                       |  |

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| <b>8.4</b>   | <b>BAY25- A24, A22, PCO, RSE Admin offices.</b>                                                                                                                                                      |  |
| <b>8.4.1</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris.                                                                                            |  |
| <b>8.4.2</b> | Inspect gutters(163M) for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints (refer to user specification for Colum numbers).                             |  |
| <b>8.4.3</b> | Inspect pipe gutters (163M) for rust and leakages, clean debris in gutters.                                                                                                                          |  |
| <b>8.4.4</b> | Inspect water collectors and downpipes (21M) for rust, leakages and clean debris<br>Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |  |
| <b>8.4.5</b> | Inspect channels(200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                        |  |
| <b>8.5</b>   | <b>BAY25- A24, A22, PCO, RSE Admin office</b>                                                                                                                                                        |  |
| <b>8.5.1</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris.                                                                                            |  |
| <b>8.5.2</b> | Inspect gutters(163M) for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints (refer to user specification for Colum numbers).                             |  |
| <b>8.5.3</b> | Inspect pipe gutters (163M) for rust and leakages, clean debris in gutters.                                                                                                                          |  |

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| <b>8.5.4</b> | Inspect water collectors and downpipes (21M) for rust, leakages and clean debris<br>Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |  |
| <b>8.5.5</b> | Inspect channels(200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                        |  |
| <b>8.6</b>   | <b>BAY 1A-3, FOUNDRY PATTERN SHOP, FOUNDRY ADMIN OFFIC, FOUNDRY STORE, FOUNDRY SAND PLANT</b>                                                                                                        |  |
| <b>8.6.1</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris.                                                                                            |  |
| <b>8.6.2</b> | Inspect gutters(170M) for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints (refer to user specification for Colum numbers).                             |  |
| <b>8.6.3</b> | Inspect pipe gutters (170M) for rust and leakages, clean debris in gutters.                                                                                                                          |  |
| <b>8.6.4</b> | Inspect water collectors and downpipes (21M) for rust, leakages and clean debris<br>Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |  |
| <b>8.6.5</b> | Inspect channels(200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                        |  |

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| <b>8.7</b>   | <b>BAY 48-50, KOPANO</b>                                                                                                                                                                            |  |
| <b>8.7.1</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris at bay 32-38-bay 26-31, Kaponu, PCO, RSE Admin building and bay 48-50.                     |  |
| <b>8.7.2</b> | Inspect gutters(125M) for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints (refer to user specification for Colum numbers).                            |  |
| <b>8.7.3</b> | Inspect pipe gutters (125) for rust and leakages, clean debris in gutters.                                                                                                                          |  |
| <b>8.7.4</b> | Inspect water collectors and downpipes(21M) for rust, leakages and clean debris<br>Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |  |
| <b>8.7.5</b> | Inspect channels(200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                       |  |
| <b>8.8</b>   | <b>AT THE FOLLOWING AREAS: CONTAINER PARK, FOE ELECTRICAL TRAINING CENTER, FOE PATTEN SHOP, CONTAINER PARK MAIN OFFICES AREA</b>                                                                    |  |
| <b>8.8.1</b> | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris                                                                                            |  |
| <b>8.8.2</b> | Inspect gutters(170M) for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints                                                                             |  |

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| <b>8.8.3</b>  | Inspect water collectors and downpipes(21M) for rust, leakages and clean debris<br>Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |  |
| <b>8.8.4</b>  | Inspect channels(200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                       |  |
| <b>8.9</b>    | <b>ADMIN BUILDING, TE SECURITY ADMIN OFFICE, CAFETERIA, UNTU OFFICE, SATAWU OFFICE AND CLINIC.</b>                                                                                                  |  |
| <b>8.9.1</b>  | Inspect roofs and ridges for rust, leakages, loose sheets, nails and condition of paint and clean debris                                                                                            |  |
| <b>8.9.2</b>  | Inspect gutters(170M) for rust and leakages, clean debris in gutters and Seal gutters near different columns and joints                                                                             |  |
| <b>8.9.3</b>  | Inspect water collectors and downpipes(21M) for rust, leakages and clean debris<br>Seal down pipes at the joints (300mm by 300mm) flush the downpipes together with adjoining drains at the bottom. |  |
| <b>8.9.4</b>  | Inspect channels(200M) and drains for blockages check water flow with the use of fire hose remove any blockages with hydraulic water blaster.                                                       |  |
| <b>8.10</b>   | <b>Price Schedule</b>                                                                                                                                                                               |  |
| <b>8.10.1</b> | Bidders to give a full price breakdown for the individual areas identifying all service which will be performed.                                                                                    |  |

**SPECIFICATION: FOR THE INSPECTIONS CLEANING AND SEALING OF GUTTERS, DRAINS, CHANNELS, DOWN PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT, FOR A PERIOD OF 3 MONTHS**

|               |                                                                                                                                                                       |  |
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| <b>8.11</b>   | <b>General</b>                                                                                                                                                        |  |
| <b>8.11.1</b> | All material used shall be SANS approved, A-grade first class.                                                                                                        |  |
| <b>8.11.2</b> | All work delivered shall be of a high standard.                                                                                                                       |  |
| <b>8.11.3</b> | Regular inspections will be carried out during construction by Transnet engineering Quality Assurance staff.                                                          |  |
| <b>8.11.4</b> | The appropriate PPE must be always worn (Safety shoes, Reflector jacket, etc.)                                                                                        |  |
| <b>8.11.5</b> | The contractor and its employees shall always adhere to Transnet Engineering security and safety procedures.                                                          |  |
| <b>8.11.6</b> | <ul style="list-style-type: none"><li>• Report must be submitted after the work is done.</li><li>• Pictures of before work and after work must be included.</li></ul> |  |

**SPECIFICATION:** FOR THE INSPECTIONS CLEANING AND SEALING OF GUTTERS, DRAINS, CHANNELS, DOWN PIPES, RIDGES AND ROOF SHEETS IN TE BLOEMFONTEIN PLANT, FOR A PERIOD OF 3 MONTHS

C4 Site information

Transnet Engineering Bloemfontein

Transnet Road

Hilton

BLOEMFONTEIN, 9301

