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## TENDER NOTICE ERRATUM: GT/GPT/093/2022

To Bidders:

The following tender was advertised on the Tender bulletin and GPT website on the 11<sup>th</sup> November 2022.

**TERMS OF REFERENCE FOR SUPPLY AND DELIVERY OF LAUNDRY CHEMICALS, REFUSE BAGS, CLEANING CHEMICALS AND CLEANING MATERIALS TO THE GAUTENG PROVINCIAL GOVERNMENT (GPG) DEPARTMENTS FOR A PERIOD OF 36 MONTHS. (GT/GPT/093/2022)**

The changes are on page 37 of 96 under Stage 1B Administration Evaluation bullet 6; Bidders must indicate their preferred region per selected product category on page 36 of 44, bidders that do not indicate their preferred region or indicate with a tick their product categories for that region will be eliminated. (Bidders must select 1 region and 1 product category and bidder that selects more than 1 region and more than 1 product category will be disqualified).

| Initial Advert  | Amended Advert  |
|---|---|
| On the advertised document the closing date and time: 09 December 2022 at 11:00   | Bid closing date and time 9 <sup>th</sup> December 2022 at 11:00  |
| <b>Initial Mandatory Administration evaluation criteria</b>   | <b>Amended Mandatory Administration evaluation criteria</b>   |
| <p><b>A tenderer that fails to meet any prequalifying criteria stipulated in this tender document is an unacceptable tender and therefore the tender will not be considered for further evaluation.</b></p> <p><b><u>Stage 1B: Administrative compliance</u></b></p> <p>Bidders must indicate their preferred region per selected product category on page 36 of 44, bidders that do not indicate their</p> | <p><b>A tenderer that fails to meet any prequalifying criteria stipulated in this tender document is an unacceptable tender and therefore the tender will not be considered for further evaluation.</b></p> <p><b><u>Stage 1B: Administrative compliance</u></b></p> <p>Bidders must indicate their preferred region per selected product category on</p> |

| <b>Categories</b>  | <b>Preferred</b> | <b>North</b>            | <b>N/A</b>              | <b>East</b>    | <b>Central</b> |
|--------------------|------------------|-------------------------|-------------------------|----------------|----------------|
| Laundry Chemicals  |                  |                         | N/A                     |                |                |
| <b>Categories</b>  | <b>Preferred</b> | <b>North</b>            | <b>West &amp; South</b> | <b>East</b>    | <b>Central</b> |
| Cleaning Materials |                  |                         |                         |                |                |
| Cleaning Chemicals |                  |                         |                         |                |                |
| <b>Categories</b>  | <b>Preferred</b> | <b>North &amp; West</b> | <b>East &amp; South</b> | <b>Central</b> | <b>N/A</b>     |
| Refuse bags        |                  |                         |                         |                | N/A            |

Approval of Erratum:



Ms Nombulelo Mbeki

DDG: Provincial SCM

Gauteng Provincial Treasury

Date: 17/11/2022

|   |   |                     |
|---|---|---------------------|
|  <p><b>GAUTENG PROVINCE</b><br/>PROVINCIAL TREASURY<br/>REPUBLIC OF SOUTH AFRICA</p> | <h1>Provincial Supply Chain Management</h1> |                     |
|   | <h2>PREFERENCE POINTS CLAIM FORM</h2>       | <p>Page: 1 of 6</p> |

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

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

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

#### 1. GENERAL CONDITIONS

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

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

1.2

- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the  80/20 or 90/10 preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

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

|  | POINTS     |
|--|------------|
| <b>PRICE</b>   | 80 or 90   |
| <b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>                | 20 or 10   |
| <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 B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

| Laundry Chemicals Annexure B |   |  |                 |  |  |             |
|------------------------------|---|--|-----------------|--|--|-------------|
| Material Number              | Description   | Estimated Consumption for 36 months per region | Unit of Measure | Packaging (i.e. pack of 3, 1kg, 500g, etc) | Bid Price Per Unit of Measure in ZAR Currency (including VAT and all delivery) | Total Price |
| 100381                       | Detergent laundry industrial 200lt                                  | 1  | Each            |  |  |             |
| 111710                       | Detergent alkaline booster 200lt                                    | 1  | Each            |  |  |             |
| 162165                       | Hydrogen peroxide industrial grade 200Lt                            | 1  | Each            |  |  |             |
| 162166                       | Hydrogen peroxide industrial grade 1000Lt                           | 1  | Each            |  |  |             |
| 173345                       | Stain remover powderd sodm perbrat 15-30%                           | 1  | Each            |  |  |             |
| 223816                       | Detergent laundry industrial, "Detomatic L" equal or better, 1000lt | 1  | Each            |  |  |             |
| 189058                       | Softener fabric liq form 1000lt                                     | 1  | Each            |  |  |             |
| 188831                       | Alkali laundry booster light yellow 1000lt                          | 1  | Each            |  |  |             |
| 189057                       | Softener fabric liq form 200l container                             | 1  | Each            |  |  |             |

|   |  |   |                                   |                    |  |
|---|--|---|-----------------------------------|--------------------|--|
|  <b>GAUTENG PROVINCE</b><br>PROVINCIAL TREASURY<br>REPUBLIC OF SOUTH AFRICA  |  | <h1>Provincial Supply Chain Management</h1> |                                   |                    |  |
|   |  | <b>Request for Proposal</b>                 |                                   | <b>Page 1 of 3</b> |  |
| <b>RFP NUMBER</b>   | GT/GPT/093/2022  |   |                                   |                    |  |
| <b>RFP DESCRIPTION</b>  | SUPPLY AND DELIVERY OF LAUNDRY CHEMICALS, REFUSE BAGS, CLEANING CHEMICALS AND CLEANING MATERIALS TO THE GAUTENG PROVINCIAL GOVERNMENT (GPG) DEPARTMENTS FOR A PERIOD OF 36 MONTHS. |   |                                   |                    |  |
| <b>CUSTOMER DEPARTMENT</b>  | Gauteng Provincial Treasury  |   |                                   |                    |  |
| <b>CUSTOMER INSTITUTION</b>   | Gauteng Provincial Treasury  |   |                                   |                    |  |
| <b>BRIEFING SESSION</b>   | Y <input checked="" type="checkbox"/>  | N <input type="checkbox"/>                  | <b>SESSION COMPULSORY</b>         |                    | Y <input type="checkbox"/> N <input checked="" type="checkbox"/> |
|   |  |   | <b>SESSION HIGHLY RECOMMENDED</b> |                    | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| <b>BRIEFING VENUE</b>   | On-line, Microsoft Teams (refer to page 58 of 96 for link)<br>Meeting ID: 359 908 500 129<br>Passcode: roE2DX  |   | <b>DATE</b>                       | 18 November 2022   | <b>TIME</b><br>10:00 AM  |
| <b>COMPULSORY SITE INSPECTION</b>   | Y <input type="checkbox"/>   | N <input checked="" type="checkbox"/>       | <b>DATE</b>                       | n/a                | <b>TIME</b><br>n/a   |
| <b>INSPECTION ADDRESS</b>   |  |   |                                   |                    |  |
| <b>TERM AGREEMENT CALLED FOR?</b>   | Y <input checked="" type="checkbox"/>  | N <input type="checkbox"/>                  | <b>TERM DURATION</b>              | 36 Months          |  |
| <b>CLOSING DATE</b>   | 20 January 2023  |   | <b>CLOSING TIME</b>               | 11:00AM            |  |
| <b>TENDER BOX LOCATION</b>  |  |   |                                   |                    |  |
| GPT is acting as Common Service Provider or buying organisation on behalf of all Gauteng Provincial Government Customer Departments / Institutions. The goods / services are therefore required by the Customer Department / Institution, as indicated on this form RFP 01. |  |   |                                   |                    |  |

**Notes:**

- All bids / tenders must be deposited in the Tender Box at the following address:  
**Gauteng Provincial Treasury, Imbumba House, 75 Fox Street, Marshalltown, Johannesburg**
- Bids / tenders must be deposited in the Tender Box on or before the closing date and time.
- Bids / tenders submitted by fax will not be accepted.
- The GPT Tender Box is generally open 24 hours a day, 7 days a week.
- This bid is subject to the preferential procurement policy framework act and the preferential procurement regulations, 2017, the general conditions of contract (gcc) 2010 and, if applicable, any other special conditions of contract.
- ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL GPG RFP FORMS – (NOT TO BE RE-TYPED)
- ALL REQUIRED INFORMATION MUST BE COMPLETED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED):

**The Tendering System**

The RFP Pack consists of two parts namely, Section 1 and Section 2. These two sections must be submitted separately, clearly marked with the Tender Number and the Section Number.

**Training sessions**

Non-compulsory "How to tender" workshops are held every Wednesday at 75 Fox Street from 10:00-13:00.

|   |  |                           |
|---|--|---------------------------|
|  | <b>Provincial Supply Chain Management</b>  |                           |
|   | <b>SPECIFICATION FOR LAUNDRY CHEMICALS,<br/>CLEANING CHEMICALS, CLEANING MATERIALS<br/>AND REFUSE BAGS</b> | <b>Page: 22<br/>of 44</b> |

4(1) (b) An EME (Exempted Micro Enterprise) or a QSE (Qualifying Small Enterprise);

- **An EME** is required to complete and submit a valid original Sworn Affidavit or a valid certified copy of a Sworn Affidavit confirming its annual total revenue of R10 million or less.
- **A QSE** is required to complete submit a valid original Sworn Affidavit or a valid certified copy of a Sworn Affidavit confirming its annual total revenue of between R10 million and R50 million **OR a valid original BBBEE Level Contributor Certificate or a valid certified copy of a BBBEE level Contributor certificate is required to be submitted**

#### **VERIFICATION OF B-BBEE STATUS LEVEL CERTIFICATES**

- These B-BBEE certificates are identifiable by a SANAS logo and a unique BVA number.
  - i. Confirmation of the validity of a B-BBEE Status Level Verification Certificate can be done by tracing the name of the issuing Verification Agency to the list of all SANAS accredited agencies. The list is accessible on [http://www.sanas.co.za/directory/bbee\\_default.php](http://www.sanas.co.za/directory/bbee_default.php)
  - ii. The relevant BVA may be contacted to confirm whether such a certificate is valid.
  - iii. As a minimum requirement, all valid B-BBEE Status Level Verification Certificates should have the following information detailed on the face of the certificate:
    - The name and physical location of the measured entity;
    - The registration number and, where applicable, the VAT number of the measured entity;
    - The date of issue and date of expiry;
    - The certificate number for identification and reference;
    - The scorecard that was used (for example QSE, Specialized or Generic);
    - The name and / or logo of the Verification Agency;
    - The SANAS logo;
    - The certificate must be signed by the authorized person from the Verification Agency; and The B-BBEE Status Level of Contribution obtained by the measured entity.

**A TENDERER THAT FAILS TO MEET ANY PREQUALIFYING CRITERIA STIPULATED IN THIS TENDER DOCUMENT IS AN UNACCEPTABLE TENDER AND THEREFORE THE TENDER WILL NOT BE CONSIDERED FOR FURTHER EVALUATION.**

#### **STAGE 1B: ADMINISTRATIVE COMPLIANCE**

##### **Mandatory Documents**

- Completed and Signed Standard Bidding Documents (SBD) 1, 4 and 6.1 by the Tenderer
- Completed Protection of Personal Information Act (POPIA) consent form, granting the department permission, consent and /or authorisation to disclose, process and further processing your personal information provided/made available by virtue of submission of this bid, for purposes of complying with its policies.
- Valid and accredited ISO 9001:2015 for meeting "Requirements for Quality Management Systems" or SANS 10330:2020 for meeting Requirements for a Hazard Analysis and Critical Control Point (HACCP) system (HACCP) from the source of supply must be submitted. Applicable to bidders bidding for Laundry Chemicals and/or Cleaning Chemicals product categories
- Bidders must, indicate their preferred product category and region by ticking next to the relevant box on page 34 of 41, bidders that do not indicate their preferred product category and region will be eliminated.

|  |  |                                    |
|--|--|------------------------------------|
|  <b>GAUTENG PROVINCE</b><br>PROVINCIAL TREASURY<br>REPUBLIC OF SOUTH AFRICA | <b>Provincial Supply Chain Management</b>  |                                    |
|  | <b>SPECIFICATION FOR LAUNDRY CHEMICALS,<br/>         CLEANING CHEMICALS, CLEANING MATERIALS<br/>         AND REFUSE BAGS</b> | <b>Page: 36<br/>         of 44</b> |

- (i) such false information was submitted by the tenderer-
- (aa) it will disqualify the tenderer or terminate the contract in whole or in part; and
  - (bb) if applicable, claim damages from the tenderer; or
- (ii) the successful tenderer subcontracted a portion of the tender to another person without disclosing or obtaining permission from the organ of state, the organ of state will penalise the tenderer up to 10 percent of the value of the contract.

(2)(a) An organ of state will-

- (i) inform the National Treasury, in writing, of any actions taken in terms of subregulation (1);
- (ii) provide written submissions as to whether the tenderer should be restricted from conducting business with any organ of state; and
- (iii) submit written representations from the tenderer as to why that tenderer should not be restricted from conducting business with any organ of state.

(b) The National Treasury may request an organ of state to submit further information pertaining to sub-regulation (1) within a specified period.

(3) The National Treasury will-

- (a) after considering the representations of the tenderer and any other relevant information, decide whether to restrict the tenderer from doing business with any organ of state for a period not exceeding 10 years; and
- (b) maintain and publish on its official website a list of restricted suppliers.

## 20. ENTITIES SPLIT PER REGION

- For the purpose of this tender the product categories have been split into four different categories and the province has divided them into **five (5) regions** where the service is required as shown below. Bidders are required to indicate their preferred product category and preferred region per category selected. Bidders must indicate their preferred region per selected product category as stated below, bidders that do not indicate their preferred region or indicate with a tick their product category for that region will be eliminated. (Bidders must select 1 region and 1 product category and bidder that selects more than 1 region and more than 1 product category will be disqualified).

| Categories         | Preferred | North        | N/A          | East    | Central |
|--------------------|-----------|--------------|--------------|---------|---------|
| Laundry Chemicals  |           |              | N/A          |         |         |
| Categories         | Preferred | North        | West & South | East    | Central |
| Cleaning Materials |           |              |              |         |         |
| Cleaning Chemicals |           |              |              |         |         |
| Categories         | Preferred | North & West | East & South | Central | N/A     |
| Refuse Bags        |           |              |              |         | N/A     |

Bidders should indicate their preferred product category and preferred region per selected category with a tick



## Provincial Supply Chain Management

### SPECIFICATION FOR LAUNDRY CHEMICALS, CLEANING CHEMICALS, CLEANING MATERIALS AND REFUSE BAGS

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- GPT reserves the right to request financial statements signed by an accredited accountant (2 Comparative Years)

#### 19.2 Criteria for breaking deadlock in scoring

- (a) If two or more tenderers score an equal total number of points, the contract will be awarded to the tenderer that scored the highest points for B-BBEE.
- (b) Since functionality is part of the evaluation process, should there be two or more tenderers scoring equal total points and equal preference points for B-BBEE, the contract will be awarded to the tenderer that scored the highest points for functionality.
- (c) If two or more tenderers score equal total points in all respects, the award will be decided by the drawing of lots.

#### 19.3 Award Phase

- **GPT reserves the right to:**
  - Award this tender in full or part of it for the same item.
  - Negotiate with one or more preferred bidder(s) identified in the evaluation process, regarding any terms and conditions including price without offering the same opportunity to any bidder(s) who has not been awarded the status of the preferred bidder(s)
  - Accept part of the tender rather than the whole tender.
- GPT also reserves the right to allocate the second or third highest bidder(s) from other regions to regions with no qualifying bidders. The 80/20 or 90/10 will be utilised to determine a preferred bidder.
- The award of this tender will be subjected to price negotiation with the qualified bidders on both functional and price with preferred tenderers, utilising market related prices as a benchmark, bidders that refuse to negotiate price closer to the market related benchmark will not be recommended for award and the next lowest bidder will be considered.
- Bidders must indicate their preferred product category by ticking next to the relevant box on page 36 of 44, bidders that do not indicate their preferred product category will be eliminated.
- Bidders must quote prices for all products listed per selected product category, bidders that do not quote for all products per selected product category will be eliminated.
- Bidders must indicate their preferred region per selected product category on page 36 of 44, bidders that do not indicate their preferred region will be eliminated
- No bidder will be awarded more than **one region or more than one category** however bidders who qualify for price and preference points system stage in each region will be evaluated further using the highest total points per product category which will inform the award for that specific product category for that region.

#### 19.4 Contract management

- GPT reserves a right to reallocate orders from suppliers who failed to honour their contractual obligations to suppliers who honoured their contractual obligations and were appointed under the same tender.
- GPT to terminate or amend the requirements of this contract after following the breach provisions in the contract in the event that a bidder commits a breach of its contractual obligations at any point during the life cycle of the contract.



## Provincial Supply Chain Management

### SPECIFICATION FOR LAUNDRY CHEMICALS, CLEANING CHEMICALS, CLEANING MATERIALS AND REFUSE BAGS

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- Bidders must quote prices for all products listed per selected product category, bidders that do not quote for all products per selected product category will be eliminated.
- Bidders must indicate their preferred region per selected product category on page 36 of 44, bidders that do not indicate their preferred region or indicate with a tick their product category for that region will be eliminated. (Bidders must select 1 region and 1 product category and bidder that selects more than 1 region and more than 1 product category will be disqualified).
- Bidder's sourcing products from another company should submit a valid letter of commitment from the Principal Company formalising the Distributor Agreement for supply between the two companies. An agreement must be signed by both parties. Bidders are encouraged to submit one or more sources of supply for the product category they are bidding for. All sources of supply shall be evaluated, and the bidder shall be measured on the complying source who must reach the threshold. Should one of the sources of supply fail to reach the threshold, that source shall not be considered for further evaluation.
- If the bidder is a source of supply (not sourcing products from another company), a confirmation letter stating that the products will be distributed from own facility, should be attached.
- Bidders who are sourcing a closed up / covered / insulated (van/bakkie/truck) transport from another company must have a letter of commitment from the Principal Company formalising the transportation agreement and that should be included in the letter of commitment. (**Letter must be signed by delegated authority**).

**OR**

- Bidders that have their own closed up / covered / insulated transport (van/bakkie/truck) suitable to transport the goods as per product category: Copy of a Certificate of Registration in respect of Motor Vehicle (RC1) as per National Road Traffic Act No. 64 of 2008 (as amended) must be attached)

**(The information regarding the availability of transport will be verified on site visit as per letter of agreement, should the transport not be found or does not meet the requirement the bidder will be eliminated).**

**Note: Bidders that do not comply with the above requirements shall be eliminated**

#### **Required Documents**

**The documents mentioned below are required to be submitted in order to finalize the evaluation and award of the bids during Stage 2: Price and Preferential Points**

The bidder should submit the following:

1. A valid Tax Compliance Status (TCS) pin issued by South African Revenue Service (SARS).
2. Proof of Registration on National Treasury Central Supplier Database (CSD)/MAAA number.
3. Certified copies of necessary documents shall be requested at a later stage from qualifying bidders at various stages of the evaluation process.
4. Independently reviewed and signed Annual Financial Statement for the last two financial years are required,
  - (a) In a case of a new or a dormant entity, a signed letter from the bidder's accountant/director must be submitted as evidence indicating such.

**THE BIDDER THAT IS NOT TAX COMPLIANT AT THE TIME OF AWARD WILL BE GIVEN 7 DAYS TO GET THEIR TAX MATTERS IN ORDER AND THE BIDDERS THAT ARE SHORTLISTED BUT NOT REGISTERED ON CSD AT THE CONCLUSION OF EVALUATION WILL BE GIVEN 7 DAYS TO REGISTER ON CSD. FAILURE TO MEET THESE TIMELINES MAY LEAD TO ELIMINATION.**