



## employment & labour

Department:  
Employment and Labour  
REPUBLIC OF SOUTH AFRICA

Enq: 015 290 1702 / [tlou.morema@labour.gov.za](mailto:tlou.morema@labour.gov.za)

### **SPECIAL CONDITIONS**

Kindly note the following;

Proposal documents to be submitted must be 13, Each document must have its own attachments. **(Combined documents will not be considered)**

The documents must be submitted to Tender box at 42a Schoeman Street, Boland Bank Building at Department of Labour on or before the closing date of **20/12/2021 at 11h00.**

**The following are the mandatory requirements that you need to provide:**

- Certified Valid UIF Certificate of compliance
- Certified Valid COID letter of good standing/tender purpose
- Current CSD summary report
- Standard Bidding Documents (SBD4,6,8&9)
- Certified Valid BBBEE Certificate or Sworn Affidavit
- Certified ID copy(ies) for the Director/s of the company

N.B:

1. **INTERESTED SERVICES PROVIDERS MUST REQUEST SPECIFICATIONS DOCUMENTS via EMAIL TO [tlou.morema@labour.gov.za](mailto:tlou.morema@labour.gov.za) or alternatively download specifications documents at Department of Employment of Labour website.**
2. **Please attach a separate signed quotation which must be printed on the company's letterhead page using the number of guards and the period indicated on the specification which must also display the grand total of the contract and each office must be treated on its own merit meaning 13 proposals separately.**

**COMPLETE THE ATTACHED PRICE PROPOSAL ATTACHMENT IN FULL  
(FAILURE TO WHICH THE BID WILL BE DISQUALIFIED)**

**COMPLETE THE ATTACHED CHECKLIST IN FULL**

**PLEASE NOTE THAT LATE PROPOSAL WILL NOT BE ACCEPTED.**