

**REQUEST FOR QUOTATION [RFQ] FOR A SERVICE PROVIDER TO
PROVIDE COVID-19 WEEKLY FUMIGATION SERVICES AT CEF
SOC LTD**

RFQ NUMBER	:	CWF/06/2022
RE-ISSUE DATE	:	28 JUNE 2022
CLOSING DATE	:	15 JULY 2022
CLOSING TIME	:	12:00

PART 1

NOTICE TO TENDERERS

Quotations which must be completed as indicated in Part 3 of this RFQ are to be submitted as follows:

ADDRESS: scm-legal@cefgroup.co.za

CLOSING DATE: 15 July 2022

1 Submissions to RFQ

Submissions to this RFQ [**Quotation**] must not include documents or reference relating to any other quotation or quotations. Any additional conditions must be embodied in an enclosed letter.

2. Communication

- a) Bidders are warned that a submission will be liable for disqualification should any attempt be made by a bidder either directly or indirectly to canvass any officer(s) or employee of CEF (SOC) Ltd in respect of this RFQ between the closing date and the date of the award of the business.
- b) A bidder may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following CEF (SOC) Ltd employee:
Name: Xola Precious Mashabane **Email:** XolaM@cefgroup.co.za
- c) Bidders may also, at any time after the closing date of the RFQ, communicate with the Procurement Department on any matter relating to its RFQ Submission.

4 Tax Clearance

The bidder's original and valid Tax Clearance Certificate must accompany the quotation. Note that no business shall be awarded to any bidder whose tax matters have not been declared by SARS to be in order.

5 VAT Registration

The valid VAT registration number must be stated here: _____
[if applicable].

6 Legal Compliance

The successful bidder shall be in full and complete compliance with all applicable national and local laws and regulations.

7 Pricing

All prices must be quoted in South African Rand on a fixed price basis, including VAT.

8 Negotiations

CEF (SOC) Ltd reserves the right to undertake post-tender negotiations with selected bidder or any number of short-listed bidders.

9 Repudiations

CEF (SOC) Ltd is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in submission to it. Please note that CEF (SOC) Ltd reserves the right to:

- modify the RFQ's goods / service(s) and request bidders to re-tender on any changes;
- reject any quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced quotation;
- reject all quotations, if it so decides;
- place an order in connection with this quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider; or
- Make no award at all.

CEF (SOC) Ltd reserves the right to award business to the highest scoring bidder (s) unless objective criteria justify the award to another bidder.

10 Validity Period

CEF (SOC) Ltd desires a validity period of ninety (90) days from the closing date of this RFQ.

This RFQ is valid until 13 October 2022

11 Returnable Documents

Returnable Documents means all the documents, Parts and Annexures, as listed in the tables below.

- a) Bidders are required to submit with their quotations the **mandatory returnable documents** as detailed below.

Failure to provide all these returnable documents at the closing date and time of this RFQ will result in a bidder's disqualification.

Please confirm submission of these mandatory returnable documents by so indicating [Yes or No] in the table below:

- b) In addition to the requirements of Part (a) above, bidders are further required to submit with their quotations the following **essential returnable documents** as detailed below.

Please confirm submission of these essential Returnable Documents by so indicating [Yes or No] in the table below:

Essential Returnable Documents	Submitted [Yes or No]
ANNEXURE A – Bidders' disclosure	
Company Profile	
CSD report	

PART 2

SCOPE OF WORK

1. SCOPE OF WORK

CEF SOC LTD SEEKS TO APPOINT A SERVICE PROVIDER TO PROVIDE COVID-19 WEEKLY FUMIGATION SERVICES OVER A PERIOD OF 24 MONTHS AT CEF SOC

Item No.	Description of item	Unit	Location	Quantity
1	Covid-19 weekly fumigation	3108 ^{m2}	- Basement - Ground floor - 1st floor - 2nd floor - 3rd floor	104 weeks
2	Covid-19 car fumigation	Car	Office	12 services, only when the need arises

Mandatory requirements in terms of the SHEQ Compliance for the Service Provider to render Fumigating services at CEF

The service provider must provide the following documents:

- Letter of good standing (compensation fund-COID).
- Signed Risk Assessment register (break down of activities & risk associated + safety control measures thereof).
- Certified I.D copies of employees.
- Employee's proof of competency (formal certificates / Letter from the employer stating that the employees have been deemed competent through in-house training).
- Safety Data Sheet (SDS) if using hazardous chemicals.
- Medical certificates if the job is to be performed on heights or in confined spaces.
- PPE Form (showing PPE issued to employees).
- Legal appointment letters (e.g. 16.1 Appointee or Director of the Fumigating Company, First Aider, SHE Representative, Fire Fighter and Site Supervisor)
- Inspection register of the equipment / tools or device to be used.

ANY SERVICE PROVIDER THAT FAILS TO MEET THE MANDATORY REQUIREMENTS WILL BE DISQUALIFIED FROM FURTHER EVALUATION

PART 3

QUOTATION FORM

I/We _____

hereby offer to supply the services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

Any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless CEF (SOC) Ltd should otherwise decide and so inform me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of correspondence], together with CEF (SOC) Ltd's acceptance thereof shall constitute a binding contract between CEF (SOC) Ltd and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time quoted, CEF (SOC) Ltd may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by CEF (SOC) Ltd in calling for Quotations afresh and/or having to accept any less favourable offer.