

## REQUEST FOR QUOTATION (RFQ)

**RFQ NUMBER: KZN/PRASA/2026/02/10/Q**

**REQUEST FOR QUOTATION (RFQ) FOR THE  
APPOINTMENT OF A COMPETENT AND EXPERIENCED HYGIENE SERVICE PROVIDER TO  
RENDER STANDARDIZED HYGIENE SERVICES ON A MONTHLY BASIS OVER A CONTRACT  
PERIOD OF THIRTY-SIX (36) MONTHS FOR ALL PRASA RAIL STATIONS AND DEPOTS WITHIN  
THE KWAZULU-NATAL REGION**

## SECTION 1: SBD1

### PART A INVITATION TO BID

#### YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF PASSENGER RAIL AGENCY (PRASA)

BID NUMBER:	KZN/PRASA/2026/02/10/Q	CLOSING DATE:	27 FEBRUARY 2026	CLOSING TIME:	12:00PM
DESCRIPTION	THE APPOINTMENT OF A COMPETENT AND EXPERIENCED HYGIENE SERVICE PROVIDER TO RENDER STANDARDIZED HYGIENE SERVICES ON A MONTHLY BASIS OVER A CONTRACT PERIOD OF THIRTY-SIX (36) MONTHS FOR ALL PRASA RAIL STATIONS AND DEPOTS WITHIN THE KWAZULU-NATAL REGION				

#### BID RESPONSE DOCUMENTS SHALL BE ADDRESSED AS FOLLOWS:

BID RESPONSE DOCUMENTS MUST BE HAND DELIVERED TO  
**65 MASABALALA YENGWA AVENUE**  
**PRASA REGIONAL OFFICE FOYER AREA**  
**HELPPDESK**  
**PRASA SCM**  
**KWAZULU NATAL**

#### BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO

CONTACT PERSON	SIPHESIHLE MIYA
TELEPHONE NUMBER	031 813 3089
E-MAIL ADDRESS	SIPHESIHLE.MIYA@PRASA.COM

#### SUPPLIER INFORMATION

NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No: MAAA.....

2.1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	2.2 ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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#### QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

**IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

## **PART B: TERMS AND CONDITIONS FOR BIDDING**

### **1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER**
- 1.3. **PRESCRIBED IN THE BID DOCUMENT.**
- 1.4. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

### **2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.”

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

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

(Proof of authority must be submitted e.g. company resolution)

DATE: .....

**NB:**

- **Quotation(s) must be addressed to PRASA before the closing date and time shown above.**
- **PRASA General Conditions of Purchase shall apply.**



- *PRASA is not obliged to award this bid.*
- *PRASA is not obligated to award to one supplier.*
- *PRASA reserves the right to use its discretion to award multiple suppliers where possible.*

All enquiries/emails may be directed to **Mr. Siphesihle Miya** at [siphesihle.miya@prasa.com](mailto:siphesihle.miya@prasa.com) not on this email.

## SECTION 2

### NOTICE TO BIDDERS

#### 1. RESPONSES TO RFQ

Responses to this RFQ [Quotations] must not include documents or reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter.

Proposals must reach the PRASA before the closing hour on the date shown on SBD1 above and must be enclosed in a sealed envelope.

#### 2 COMMUNICATION

Respondent/s are warned that a response will be liable for disqualification should any attempt be made either directly or indirectly to canvass any SCM Officer(s) or PRASA employee in respect of this RFQ between the closing date and the date of the award of the business.

#### 3 BIDDERS COMPLAINTS PROCESS

3.1 Bidders are advised utilize this email address ([Scm.Compliants@prasa.com](mailto:Scm.Compliants@prasa.com)) for lodging of complains to PRASA in relation to this bid process. The following minimum information about the bidder must be included in the complaint:

3.1.1 Bid/Tender Description

3.1.2 Bid/Tender Reference Number

3.1.3 Closing date of Bid/Tender

3.1.4 Supplier Name

3.1.5 Supplier Contact details

3.1.6 The detailed compliant

#### 4 LEGAL COMPLIANCE

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

#### 5 CHANGES TO QUOTATIONS

Changes by the Respondent to its submission will not be considered after the closing date and time.

#### 6 PRICING

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

## **7 BINDING OFFER**

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

## **8 DISCLAIMERS**

PRASA 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 response to it. Please note that PRASA reserves the right to:

- Modify the RFQ's goods / service(s) and request Respondents to re-bid on any changes;
- Reject any Quotation which does not conform to instructions and specifications which are detailed herein;
- Reject Quotations submitted after the stated submission deadline or at the incorrect venue.

Should a contract be awarded on the strength of information furnished by the Respondent, which after conclusion of the contract, is proved to have been incorrect, PRASA reserves the right to cancel the contract.

PRASA reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another Respondent.

Should the preferred fail to sign or commence with the contract within a reasonable period after being requested to do so, PRASA reserves the right to award the business to the next highest ranked Respondent provided that he/she is still prepared to provide the required goods at the quoted price.

## **9 LEGAL REVIEW**

Proposed contractual terms and conditions submitted by a Respondent will be subjected to review and acceptance or rejection by PRASA's Legal Counsel, prior to consideration for an award of business.

## **10 NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE**

Respondents 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. PRASA is required to ensure that price quotations are invited and accepted from prospective bidders listed on the CSD. Business may not be awarded to a respondent who has failed to register on the CSD. Only foreign suppliers with no local registered entity need not register on the CSD. The CSD can be accessed at <https://secure.csd.gov.za/>.

## **11 PROTECTION OF PERSONAL DATA**

In responding to this bid, PRASA acknowledges that it may obtain and have access to personal data of the Respondents. PRASA agrees that it shall only process the information disclosed by Respondents in

their response to this bid for the purpose of evaluating and subsequent award of business and in accordance with any applicable law.

Furthermore, PRASA will not otherwise modify, amend or alter any personal data submitted by Respondents or disclose or permit the disclosure of any personal data to any Third Party without the prior written consent from the Respondents. Similarly, PRASA requires Respondents to process any personal information disclosed by PRASA in the bidding process in the same manner.

## 12 EVALUATION METHODOLOGY

PRASA will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:

EVALUATION CRITERIA	WEIGHTING
Stage 1	
Disqualifying Returnable Documents	Disqualifying Returnable Documents
Stage 2	
Technical/Functional Requirements	Minimum Threshold of 70%
Stage 3	
Price	80
Specific Goals	20
<b>TOTAL</b>	<b>100</b>
Stage 4 – Returnable Documents	
Returnable Documents	Returnable Documents

## 13 ADMINISTRATIVE RESPONSIVENESS

The test for administrative responsiveness will include completeness of response and whether all returnable and/or required documents, certificates; verify completeness of warranties and other bid requirements and formalities have been complied with. Incomplete Bids will be disqualified.

## 14 VALIDITY PERIOD

14.1 PRASA requires a validity period of 60 **Working Days** from the closing date.

14.2 Respondents are to note that they may be requested to extend the validity period of their response, on the same terms and conditions, if the internal processes are not finalized within the validity period. However, once the delegated authority has approved the process the validity of the successful respondent(s)' bid will be deemed to remain valid until finalization of the of award.

## 15 PUBLICATION OF INFORMATION ON THE NATIONAL TREASURY E-TENDER PORTAL

Respondents are to note that, bid awards, amendments and cancellations will be published on the e-tender portal (*where applicable*) and or media used to advertise the bid. For the award of business, PRASA is required to publish the prices and preferences claimed of the successful and

unsuccessful Respondents *inter alia* on the National Treasury e-Tender Publication Portal, ([www.etenders.gov.za](http://www.etenders.gov.za)), on CIDB website for construction related RFQ's. (*where applicable*).

## 16 RETURNABLE DOCUMENTS

**Returnable Documents** means all the documents, Sections and Annexures, as listed in the tables below. There are three types of returnable documents as indicated below, and Respondents are urged to ensure that these documents are returned with the quotation based on the consequences of non-submission as indicated below:

### 16.1. Mandatory Returnable Documents

Failure to provide Mandatory Returnable Documents at the Closing Date and time of this RFQ may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all documents are returned with their Quotations.



## SECTION 3

### 1 EVALUATION CRITERIA:

#### 2.1 Stage 1 – Disqualifying Returnable documents

Bidders must comply with the following requirements and failure to comply will lead to immediate disqualification.

No.	Description of requirement
a.	Bidders to fill and sign a closing register; failing which the bidder must provide proof that the document was submitted on time.
b.	Signed and Completed Briefing Session Form D and Bidders must also reflect on the Compulsory Briefing Session Attendance Register. Is this compulsory? If yes, then put it on stage 1
c.	Proof of statutory registration Document or similar with: <ul style="list-style-type: none"><li>• Pest Control Industries Professional Council (PCIPC) or</li><li>• South African Pest Control Association (SAPCA),</li></ul>

#### 2.2 Stage 2- Technical/Functional Requirements

##### Technical / Functionality Requirements

Qualifying bidders shall then be evaluated on functionality after meeting all compliance requirements outlined above. The minimum threshold for the technical/functionality requirements is 70% as per the standard Evaluation Criteria presented in **Error! Reference source not found.** above. Bidders who score below this minimum requirement shall not be considered for further evaluation in stage 3.

Details of the technical/functional requirements are presented in the table below:

ITEM	CRITERIA	MAX SCORE
1.	Qualifications and Experience of key personnel	35
2.	Project Approach and Methodology	40
3.	Organizational Experience	25
	<b>TOTAL</b>	<b>100</b>

Table 1: Technical Evaluation Criteria

#### FUNCTIONAL EVALUATION CRITERIA

Details of the scoring methodology presented above are outlined in Table 4 below

Criteria	Sub-Criteria	Scores	Weight
<b>A: STAFF/PERSONNEL EXPERIENCE Past Performance &amp; References.</b>	CVs of key people: Experience in SHE Bins services of staff allocated to the project/availability of skills to manage and perform the		<b>35</b>

	contract (assigned personnel).		
	No CV attached / experience less than 1 year	0	
	Provision of hygiene or similar services experience of 1 year but less than 2 years	15	
	Provision of hygiene or similar services experience of 2 years but less than 3 years	25	
	Provision of hygiene or similar services experience of 3 years and above	35	

<b>Risk Assessment (Specific to the hygiene or similar service works)</b> <b>(Key elements of a Risk Assessment (RA)</b> <b>Tasks Identification,</b> <b>1 Hazards,</b> <b>2 Risk Identification,</b> <b>3 Risk Rating,</b> <b>4 Risk Control Measures/Treatment, residual risk, and treatment</b>	The Service Provider failed to provide information or only provide one of the key elements	0	40
	The Service Provider has submitted risk assessment, encompassing Two (2) elements with adequate detail and is relevant to the scope	5	
	The Service Provider has submitted a risk assessment, encompassing Three (3) elements with adequate detail and is relevant to the scope.	10	
	The Service Provider has submitted risk assessment, encompassing Four (4) elements with adequate detail and is relevant to the scope.	20	
	The Service Provider has submitted risk assessment, encompassing Five (5) elements with adequate detail and is relevant to the scope	25	
	The Service Provider has submitted risk assessment, encompassing Six (6) elements or more with adequate detail and is relevant to the scope.	40	
<b>Company Previous Experience:</b> <b>The Service Providers experience in providing hygiene or similar services</b>	No evidence provided or irrelevant information provided	0	
	The Service Provider has successfully provided 1 hygiene services. Proof of experience attached to client letterhead in the form of award letter or reference letter or purchase		

	order or signed contract with the client contact details project title and description of works.	<b>10</b>	<b>25</b>
	The Service Provider has successfully provided 2 to 3 hygiene or similar services. Proof of experience attached in client letter head in the form of award letter or reference letter, or purchase order or signed contract with the client contact details, project title and description of works.	<b>15</b>	
	The Service Provider has successfully provided 4 hygiene or similar services. Proof of experience attached in client letterhead in the form of an award letter or reference letter, or purchase order or signed contract with the client contact details, project title and description of works.	<b>20</b>	
	The Service Provider has successfully provided 5 or above hygiene or similar services. Proof of experience attached in client letterhead in the form of an award letter or reference letter, or purchase order or signed contract with the client contact details, project title and description of works.	<b>25</b>	
<b>TOTAL</b>			<b>100</b>

## 2.3 STAGE 3- PRICE AND SPECIFIC GOALS

The following formula, shall be used to allocate scores to the interested bidders:

The maximum points for this tender are allocated as follows:

DETAILS	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>TOTAL POINTS FOR PRICE AND SPECIFIC GOALS</b>	<b>100</b>

## FORMULA FOR PROCUREMENT OF GOODS AND SERVICES

### POINTS AWARDED FOR PRICE THE 80/20 PREFERENCE POINT SYSTEMS

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

#### 80/20

$$PS = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

### POINTS AWARDED FOR SPECIFIC GOALS

3.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by The Service Provider)	Evidence required for specific goals
B-BBEE contributor status of at least level 2	5		BEE Certificate / Affidavit (in the case of JV, a consolidated scorecard will be accepted)
Black Women Owned	5		Certified copy of the identity document of the owner/s
Black Youth Owned	5		Certified copy of the identity document of the owner/s
Black person with Disabilities	5		Certified copy of ID Documents of the Owners and Doctors Note confirming the disability.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by The Service Provider)	Evidence required for specific goals
TOTAL	20		

#### Stage 4- Returnable Documents

No.	Description of requirement
a)	Completion of ALL RFQ documentation (including ALL declarations, SBD documents/forms and signatures were required)
b)	Joint Venture / Consortium agreement / Trust Deed/ Confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by PRASA through this RFQ process (if applicable)
c)	Supply of valid SARS Pin
d)	CSD supplier registration number
e)	Letter of Good Standing/COIDA

**NB:** The most Responsive bidder/s with incomplete returnable documents will be requested to resubmit completed documents within the time frame stipulated by PRASA before recommendation for award, failure which will result in automatic disqualification.

## SECTION 4

### PRICING AND DELIVERY SCHEDULE

Respondents are required to complete the attached Pricing Schedule

- 1 Prices must be quoted in South African Rand, inclusive of all applicable taxes.
- 2 Price offer is firm and clearly indicate the basis thereof.
- 3 Pricing Bill of Quantity is completed in line with schedule if applicable.
- 4 Cost breakdown must be indicated.
- 5 Price escalation basis and formula must be indicated.
- 6 To facilitate like-for like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.
- 7 Please note that should you have offered a discounted price(s), PRASA will only consider such price discount(s) in the final evaluation stage on an unconditional basis.
- 8 Respondents are to note that if price offered by the highest scoring bidder is not market related, PRASA may not award the contract to the Respondent. PRASA may:
  - 9 negotiate a market-related price with the Respondent scoring the highest points;
  - 10 if that Respondent does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the second highest points;
  - 11 if the Respondent scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the third highest points;
- 12 If a market-related price is not agreed with the Respondent scoring the third highest points, PRASA must cancel the RFQ.

I / We \_\_\_\_\_ (Insert Name of Bidding Entity) of \_\_\_\_\_

code \_\_\_\_\_

(Full address) conducting business under the style or title of: \_\_\_\_\_ represented by:

\_\_\_\_\_ in my capacity as: \_\_\_\_\_ being duly

authorised, hereby offer to undertake and complete the above-mentioned work/services at the prices quoted in the bills of quantities / schedule of quantities or, where these do not form part of the contract, at a lumpsum, of R \_\_\_\_\_ (amount in numbers); \_\_\_\_\_

\_\_\_\_\_ (amount in words) Incl. VAT.

**DELIVERY PERIOD:** Suppliers are requested to offer their earliest delivery period possible.

Delivery will be effected within ..... working days from date of order. (To be completed by Service provider).

## SECTION 5

### PRASA GENERAL CONDITIONS OF PURCHASE

#### General

PRASA and the Supplier enter into an order/contract on these conditions to supply the items (goods/services/works) as described in the order/contract.

#### Conditions

These conditions form the basis of the contract between PRASA and the Supplier. Notwithstanding anything to the contrary in any document issued or sent by the Supplier, these conditions apply except as expressly agreed in writing by PRASA.

No servant or agent of PRASA has authority to vary these conditions orally. These general conditions of purchase are subject to such further special conditions as may be prescribed in writing by PRASA in the order/contract.

#### Price and payment

The price or rates for the items stated in the order/contract may include an amount for price adjustment, which is calculated in accordance with the formula stated in the order/contract.

The Supplier may be paid in one currency other than South African Rand. Only one exchange rate is used to convert from this currency to South African Rand. Payment to the Supplier in this currency other than South African Rand, does not exceed the amounts stated in the order/contract. PRASA pays for the item within 30 days of receipt of the Suppliers correct tax invoice.

#### Delivery and documents

The Supplier's obligation is to deliver the items on or before the date stated in the order/contract. Late deliveries or late completion of the items may be subject to a penalty if this is imposed in the order/contract. No payment is made if the Supplier does not provide the item as stated in order/contract.

Where items are to be delivered the Supplier:

Clearly marks the outside of each consignment or package with the Supplier's name and full details of the destination in accordance with the order and includes a packing note stating the contents thereof; On

dispatch of each consignment, sends to PRASA at the address for delivery of the items, an advice note specifying the means of transport, weight, number of volume as appropriate and the point and date of dispatch; Sends to PRASA a detailed priced invoice as soon as is reasonably practical after dispatch of the items, and states on all communications in respect of the order the order number and code number (if any).



**Containers / packing material**

Unless otherwise stated in the order/contract, no payment is made for containers or packing materials or return to the Supplier.

**Title and risk**

Without prejudice to rights of rejection under these conditions, title to and risk in the items passes to PRASA when accepted by PRASA.

**Rejection**

If the Supplier fails to comply with his obligations under the order/contract, PRASA may reject any part of the items by giving written notice to the Supplier specifying the reason for rejection and whether and within what period replacement of items or re-work are required.

In the case of items delivered, PRASA may return the rejected items to the Supplier at the Supplier's risk and expense. Any money paid to the Supplier in respect of the items not replaced within the time required, together with the costs of returning rejected items to the Supplier and obtaining replacement items from a third party, are paid by the Supplier to PRASA.

In the case of service, the Supplier corrects non-conformances as indicated by PRASA.

**Warranty**

Without prejudice to any other rights of PRASA under these conditions, the Supplier warrants that the items are in accordance with PRASA's requirements and fit for the purpose for which they are intended and will remain free from defects for a period of one year (unless another period is stated in the Order) from acceptance of the items by PRASA.

**Indemnity**

The Supplier indemnifies PRASA against all actions, suits, claims, demands, costs, charges and expenses arising in connection therewith arising from the negligence, infringement of intellectual or legal rights or breach of statutory duty of the Supplier, his subcontractors, agents or servants, or from the Supplier's defective design, materials or workmanship.

The Supplier indemnifies PRASA against claims, proceedings, compensation and costs payable arising out of infringement by the Supplier of the rights of others, except an infringement which arose out of the use by the Supplier of things provided by PRASA.

**Assignment and sub-contracting**

The successful Respondent awarded the contract may only enter into a subcontracting arrangement with PRASA's prior approval. The contract will be concluded between the successful Respondent and PRASA, therefore, the successful Respondent and not the sub-contractor will be held liable for performance in terms of its contractual obligations.

## Governing law

The order/contract is governed by the law of the Republic of South Africa and the parties hereby submit to the non-exclusive jurisdiction of the South African courts.

## Special Conditions: Funding Contingency

1. Paragraph 8.4 of the PFMA SCM Instruction No. 3 of 2021/22 states that the Accounting Authority may not invite price quotations or bids if no or sufficient provision is made in the budget of the institution.
2. PRASA has, in terms of section 79 of the PFMA, obtained approval from National Treasury, for a departure from paragraph 8.4 of the PFMA SCM Instruction No. 3 of 2021/22.
3. PRASA is currently in the process of making provision and allocation of budget for the services required in this RFQ, which provision and/or budget allocation has not yet been completed at the time of the issuance of this RFQ.
4. PRASA will, however, ensure that provision and/or budget allocation is made prior to the award of business in this RFQ.
5. Accordingly, any award pursuant to this RFQ is strictly subject to PRASA, inter alia:
  - 5.1. securing the necessary funding allocation; and
  - 5.2. confirming that sufficient budget exists to meet the intended award.
6. PRASA undertakes to keep bidders reasonably informed of the progress and status of the funding allocation and budgeting process.
7. By submitting a bid, bidders expressly acknowledge and agree that PRASA reserves the right to cancel this RFQ at any stage prior to award, in the event that PRASA is unsuccessful in making sufficient provision and/or budget allocation for the required services.
8. PRASA shall not be liable for:
  - 8.1. any claim, loss, or damages of whatsoever nature arising from or in connection with a failure to source funding; or
  - 8.2. the non-award of tender due to a failure to source funding; and
  - 8.3. bidders waive any right to institute proceedings against PRASA in respect of the circumstances

contemplated above.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signature of Witness

1 \_\_\_\_\_

Name \_\_\_\_\_

Signature of Witness

2 \_\_\_\_\_

Name \_\_\_\_\_

Signature of Bidder's Authorised Representative: \_\_\_\_\_

Name: \_\_\_\_\_

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

**BIDDER'S DISCLOSURE****1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. Bidder's declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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:

.....  
.....

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise

whether or not they are bidding for this contract?

**YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

### **3 DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium 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.

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 bidder

## SBD 6.1

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

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

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

#### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

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

a) The applicable preference point system for this tender is the 80/20 preference point system.

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

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and Specific Goals	100

1.4 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.5 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

#### 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating

contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

### 3. FORMULA FOR PROCUREMENT OF GOODS AND SERVICES

#### 3.2. POINTS AWARDED FOR PRICE

##### 3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

#### 80/20

$$Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by The Service Provider)	Evidence required for specific goals
B-BBEE contributor status of at least level 2	5		BEE Certificate / Affidavit (in the case of JV, a consolidated scorecard will be accepted)
Black Women Owned	5		Certified copy of the identity document of the owner/s
Black Youth Owned	5		Certified copy of the identity document of the owner/s



The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by The Service Provider)	Evidence required for specific goals
Black person with Disabilities	5		Certified copy of ID Documents of the Owners and Doctors Note confirming the disability.
<b>TOTAL</b>	<b>20</b>		

#### DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name of company/firm.....

4.3. Company registration number: .....

4.4. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

.....

.....

.....

## SECTION 11

### SPECIFICATION/SCOPE OF WORK

The successful bidder shall provide a fully inclusive service, comprising supply, installation, labour, transportation, servicing, collection, and lawful disposal of sanitary hygiene waste, as well as ad hoc supply of but not limited to air freshener dispenser, air freshener refills, batteries for the mechanism and hygiene bag dispensers and mini sanitary bags refills services, in accordance with this Scope of Work.

#### 1.1 SANITARY HYGIENE BIN SERVICES

##### Supply and Installation

1.1.1 **The service provider shall:** Supply and install sanitary hygiene bins at PRASA facilities as identified (refer to BOQ).

1.1.2 Ensure all bins are:

- a) Manufactured from durable, non-absorbent, and corrosion-resistant material
- b) Fire-retardant where applicable
- c) Designed for hygienic and discreet use

##### The service provider shall provide:

- d) Supply and Install Pedal operation unit, limits direct contact with the bin
- e) Approved disinfectants and deodorizing agents
- f) Cleaning chemicals for bins
- g) Personal Protective Equipment (PPE)
- h) Polypropylene plastic, making this a very durable bin that can be bent and squeezed but won't break
- i) Slimline design – reduces height and allows the bin to fit comfortably into any cubicle for easy access without restricting space
- j) Smooth, ridge-free design is easy to wipe down and does not collect dust
- k) Front opening
- l) Flute chute prevents waste from sticking to the surface and the user from seeing the contents of the bin.
- m) Dimensions: 350mm x 520mm or similar size. Smaller bins will not be considered

1.1.3 Install bins in designated female and unisex ablution facilities, as per BOQ requirements for ablutions at railway stations, offices, and depots.

#### 1.2 Servicing and Maintenance

##### The service provider shall:

- a) Service all installed sanitary bins intervals (as per BOQ), determined by PRASA, unless otherwise instructed.
- b) The Service provider will ensure and assign competent employees who are trained in hygiene services and the procedures to be followed when servicing the SHE bins. as per National Environmental Management Waste Act, 59 of 2008 (NEMWA) and HCRW Regulations
- c) The assigned persons to report to the rail stations /offices and depots as per schedule and before the commencement of work, the assigned person shall report to PRASA supervisors/manager at the various locations
- d) The service providers assigned person must ensure they carry and complete registers to record the number of bins serviced per location

- e) The register is to be signed and date stamped by a PRASA supervisor/manager or official at each location, for the validation and authenticity.
- f) The verified authentic records/register shall be submitted with the monthly invoices and used for monthly reconciliation for claims made.
- g) Service Providers: are to ensure compliance in ensuring records/registers are signed and date stamped by a PRASA official, upon completion of service. PRASA will not be held responsible for non – payment if the records/registers do not conform.
- h) All removal, disposable and transport cost, shall be added into the costing, its therefore the responsibility of the service provider to ensure provisions are made.
- i) Ensure bins are returned to a clean, hygienic, and odour-free condition after servicing
- j) **During each service, perform the following as a minimum:**
  - Removal of sanitary waste
  - Replacement of sanitary liners
  - Thorough cleaning and disinfection of bins
  - Supply and removal of scented inner bin liners for all bins when serviced
  - Sanitary liners (biodegradable)
  - Application of deodorising agents of the bins

### 1.3 Sanitary Bin Service Procedure

**The below listed procedures serves as a guide but not limited to. The service provider to ensure the best possible practices and procedures, are carried out as per legislations.**

- a) Ensure you are wearing gloves and PPE. Blood and bodily fluids may need to be cleaned up. Be careful of sharps.
- b) They should be allocated with necessary uniform, mask and gloves safety boots and reflective vest.
- c) Open the bin door and pull out the liner bin.
- d) Remove the liner bag, sealing it and placing it in a lined rubbish bin container or trolley waste receptacle. Always use caution when removing any bin liner. They can contain sharp objects including needles. Don't allow the bin liner to brush your skin or body. Don't try to compress the bin liners in the bin even if you have gloves on.
- e) Wipe the bin with Sanitary Bin Wipes. Especially focus on the lid and other possible touch points.
- f) Fit a new scented liner bag ensuring it completely covers the inside surface of the sanitary bin.
- g) Put the liner bin back into the hygiene bin. Close the door. Ensure the bin is ready for service and give a final wipe if necessary.
- h) All members and personal shall have the qualifications and experience which could reasonably expected of a person performing the duties assigned to that person and warrants that all such persons will be competent to perform the duties assigned to them in a professional manner
- i) The staff that clean sanitary waste bins should be trained to work safely and effectively.
- j) Bins should be emptied into waste receptacles which conform to standards for handling biological waste. NB: The contents should be completely concealed in dark bags.

#### **1.4 Collection, Transportation and Disposal**

**In South Africa, sanitary waste disposal is regulated and governed by the following key: Dispose of sanitary waste at a licensed and approved waste disposal facility in full compliance with legislations:**

- 
- Occupational Health and Safety Act, 85 of 1993
  - The National Environmental Management: Waste Act, 59 of 2008T
  - Applicable municipal bylaws
  - The National Regulations on Healthcare Risk Waste (NEMWA Act, 59 of 2008)
  - Any other relevant environmental legislation
- 

**According to Healthcare Risk Waste regulations, a generator of commercial or industrial volumes of sanitary waste must:**

Provide designated areas for the segregation of healthcare risk waste from other waste streams at the point of generation.

Demonstrate the safe management of health care risk waste generated through on-site treatment records or written agreement with a waste contractor licensed in terms of the Act to treat healthcare risk waste.

**Each removal should be accompanied by signed waste manifest indicating**

- a) Name of removal contractor
- b) Name of waste generator e.g. Metrorail – KZN Regional Office
- c) Type of waste
- d) Number of bins removed
- e) Name of the driver
- f) Registration of the vehicle
- g) Date and time
- h) Name of disposal site to be used

**The service provider shall:**

- 4.4.1 Collect sanitary waste in a safe, sealed, and hygienic manner.
- 4.4.2 Transport waste using vehicles and containers suitable for sanitary waste
- 4.4.3 Retain disposal records and make same available to PRASA monthly, together with service report and invoice.

#### **1.5 Labour, Equipment and Consumables**

**The service provider shall:**

- 4.5.1 Supply all necessary chemicals, tools, transport, labour, equipment and PPE required for the effective execution of hygiene services. All chemicals used must comply with the standards and regulations of the relevant government authorities and shall be the least toxic and safest options available to ensure human health and safety

##### **4.5.2 Ensure all personnel:**

- Are suitably trained and competent
- Comply with PRASA safety, security, and access control requirements
- Are medically fit for hygiene-related duties

- 4.5.3 Always ensure continuity of service, including during staff absenteeism.

## **1.6 AD HOC SERVICES**

### **Supply and Installation**

#### **4.6.1 On an ad hoc basis, as and when required by PRASA, the service provider shall:**

- Supply and install battery-operated automatic air freshener dispensers at designated locations.
- Aerosol Refills to suite the dispenser
- Urinal Mats with Bio-Enzyme block (24 per pack)
- Disinfectant wipes Bucket – 1000 perforated wipes -70% Alcohol
- Hygiene Bag dispenser
- Mini Sanitary Bags for sanitary towels
- Ensure dispensers are securely mounted and positioned in accordance with PRASA instructions

#### **4.6.2 Servicing and Replenishment**

##### **The service provider shall provide install and maintain:**

- Battery-operated air freshener dispensers
- Supply compatible fragrance canisters and batteries.
- Ensure all air freshener units remain operational and in good working order
- Fragrance refill canisters (non-offensive, mild fragrances)
- Replace canisters and batteries as required.
- Mounting accessories
- Tools & resources required for mounting
- Batteries suitable for dispensers

## **1.7 SPECIAL CONDITIONS**

1. The Service Provider shall supply all the materials, chemicals, equipment and transport required to perform the works.
2. The tendered price for the above works must include the costs of all chemicals, materials, travel, disposal and Labour necessary for the proper execution of the works in every aspect.
3. The Service Provider shall be responsible for the safe keeping of all his/her material and equipment.
4. PRASA shall not be responsible for any losses or damages to the material and equipment.
5. All work shall be executed in a neat, professional, and orderly manner, ensuring the satisfaction of PRASA. Failure to complete the work in accordance with the agreed scope and standards will result in non-payment, and the service provider shall be held accountable for any deficiencies
6. No sub-Service Providers will be allowed on this contract.
7. All safety precautions stipulated by the client shall be strictly adhered to.
8. Operating Hours, for sanitary services will be done, during normal working hours- from Monday to Friday from 7h30 until 16h00.
9. From time to time, PRASA may require the Service Provider to perform corrective, special, or emergency pest control services beyond the scope of routine scheduled visits.

10. The Service Provider must respond promptly to such requests and commence the necessary work within Three (3) hours of receiving the request.
11. Emergency services may include, but are not limited to, sudden infestations, health-related concerns, or activity in sensitive or high-risk areas such as Station building service
12. The Service Provider must maintain a reliable communication channel to ensure immediate response and coordination with PRASA's designated representative.
13. The Service Provider must ensure that emergency services are carried out with minimal disruption to PRASA operations and in full compliance with health, safety, and environmental regulations.
14. The service provider shall ensure that the same team, accompanied by a supervisor, is utilized throughout the duration of the project when servicing PRASA stations, offices, and depots. This consistency will allow the team to become familiar with the sites and directions to various PRASA locations
15. The supervisor shall ensure that the technical teams are performing up to expectations. He/She shall ensure that all works are performed as scheduled and quality checks of staff work should be constantly performed. Good reporting and documentation skills are also pre-requisites.
16. PRASA reserves the right to direct the Service Provider to extend working hours on an Adhoc basis if there are any problems, which require more thorough investigation and rectification.
17. The Service Provider shall respond to all calls made by the PRASA project leader promptly, within 24 hours.
18. For feedback on operational issues and performance evaluation, the Service Provider, through their duly authorized representative, and the PRASA representative shall convene at a specified interval.

**19. PRASA Shall:**

- a) Conduct business in a courteous and professional manner with the Service Provider.
- b) Not accept responsibility for any accounts or expenses incurred by the Service Provider that were not previously agreed upon by the contracting parties.
- c) Not accept responsibility or liability for any damages suffered by the Service Provider or its personnel during the project.

**1.8 GENERAL NOTES**

1. Invoices and statements, accompanied by disposal certificates and service records as per the BOQ, may only be submitted for payment after the works have been completed and accepted by the project leader.
2. All invoices and statements must clearly reference the relevant Purchase Order number (PO).
3. The contractor shall ensure that all signed service reports, along with a contents page detailing the various stations and depots, are compiled and submitted in a file on a monthly basis as part of the payment pack.
4. No additional works shall be performed or invoiced for payment without prior written authorization obtained before commencement.
5. The service provider shall ensure that competent personnel carry out the works, using the highest quality materials, and shall be responsible for rectifying any issues arising from poor workmanship.
6. Service provider are required to contact and communicate with the project manager prior to entering the site and commencing any work, once the order has been issued to the supplier.
7. Purchase Order numbers, PRASA VAT and Service Providers company details and Vat registration details must be clearly reflected on all invoices and statements submitted for payment.
8. Insurance: The bidder shall, at their own expense, obtain enough public liability insurance to cover any claims, costs, losses, and/or damages arising from their obligations. Such insurance



must remain active throughout the duration of the contract. A copy of the insurance certificate must be submitted to PRASA upon commencement of the service.

9. Staff on PRASA premises and sites must be dressed in company uniforms or overalls bearing the company name and logo for easy identification. Uniforms and overalls should always be kept clean and worn without exception. Staff must also adhere to PRASA's safety policies by wearing the appropriate safety protective equipment, including, but not limited to, safety shoes, safety vests, and overalls. The Service Provider shall ensure that all necessary safety clothing and equipment are always provided to staff when entering PRASA sites.

## **1.9 Maintenance / Service Report/s/ Monthly Payments**

The Service Provider shall ensure that comprehensive records and documentation are maintained to support the delivery, monitoring, and continuous improvement of hygienic services across PRASA facilities.

### **4.9.1 Service Reports:**

All service reports must be prepared in triplicate to ensure proper documentation and traceability:

- a) **First Copy:** To be issued to the designated office personnel at each PRASA facility serviced.
- b) **Second Copy:** To be filed according to the Bill of Quantities (BOQ) schedule and submitted with the monthly invoice for services rendered.
- c) **Third Copy:** To remain in the Service Provider's records for internal reference and audit purposes.

### **4.9.2 Documentation Standards:**

**Service Provider to ensure: All service reports must be and include:**

- a) Clearly dated and signed by both the Service Provider and PRASA representative.
- b) Location / Area of Service (E.g. Station / Depot Name)
- c) Include details of services performed, chemicals used, observations made, and any corrective actions taken
- d) Service reports to include contact details (telephone numbers) of PRASA Personnel signing off the report
- e) Service Reports to include a stamp that will be provided at the station or Depot Personnel
- f) Neatly organized and legible, with no alterations unless officially amended and initialed.

### **4.9.3 Retention and Access:**

All control documents and service reports must be retained by The Service Provider for a minimum of **36 months** and made available to PRASA upon request for audit or review.

- 4.9.4 The appointed service provider will be paid by PRASA for work executed, based on the agreed scope and deliverables. Payment will be made within 30 days of receipt of a correct and valid tax invoice and accompanying statement and all other service reports from the supplier.

## **1.10 INSURANCE REQUIREMENTS FOR THE PROJECT**

The successful bidder shall be required to provide and maintain, at their own cost, the following insurances for the duration of the contract, in accordance with the conditions of contract and applicable legal requirements. Proof of such insurances must be submitted to PRASA prior to commencement of any work.



**(a) Public Liability Insurance**

Insurance against public liability for death or injury to any person, or loss of or damage to any property, arising from the execution of the pest control services. This insurance shall provide adequate coverage for all claims that may arise because of the contractor's operations on the site or in the course of providing the services.

**(b) Workers' Compensation / COIDA Compliance**

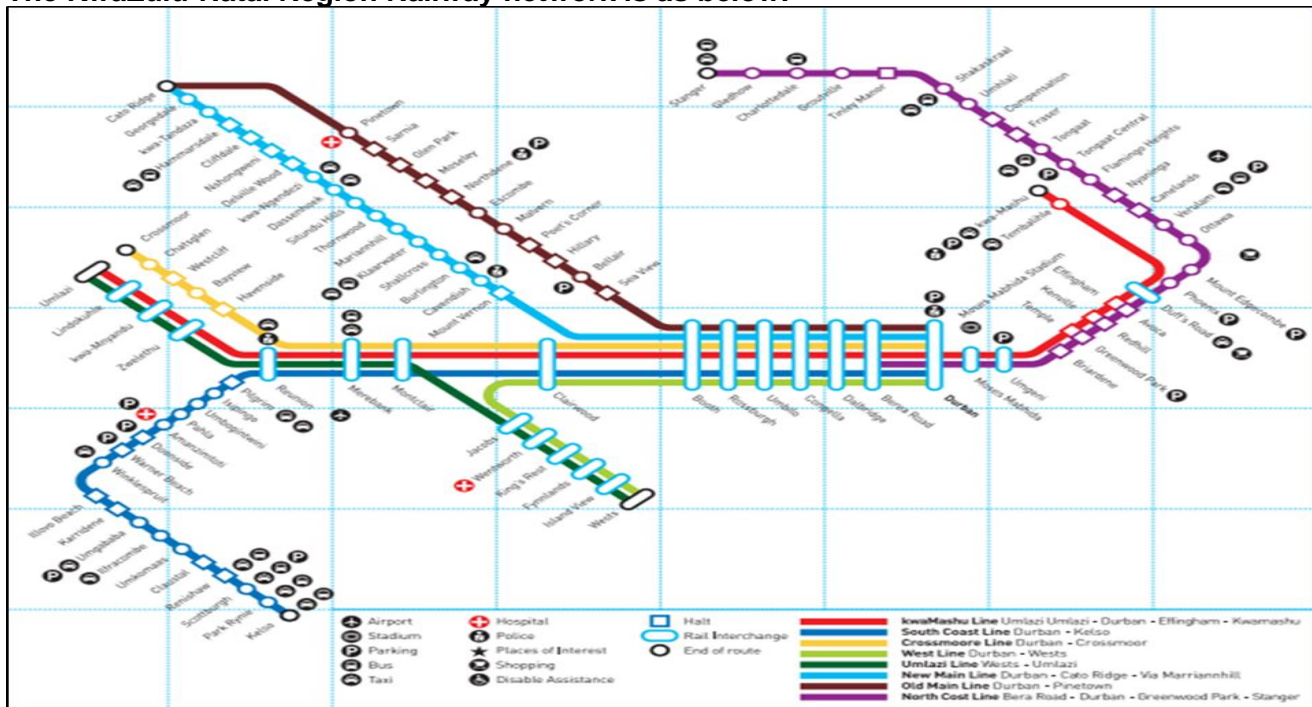
Proof of registration and compliance with the Compensation for Occupational Injuries and Diseases Act (COIDA), or any applicable statutory equivalent. The contractor must ensure all employees are covered under this scheme for the duration of the contract.

## 1.11 PRASA'S RESPONSIBILITIES

In accordance with the Hygiene Service Contract, PRASA shall be responsible for overseeing and managing the appointed Hygiene service provider on a monthly basis, as required, throughout the 36-month contract period for the KwaZulu-Natal Region.

## 1.12 EXTENT AND COVERAGE OF THE PROPOSED PROJECT

**The KwaZulu-Natal Region Railway network is as below:**



Various PRASA Stations, Depots and Associated properties in the KZN region.

A PINETOWN TO SEAVIEW STATIONS					
No.	Station Name	SHE BIN Required	No.	Station Name	SHE BIN Required
1.	Pinetown Station	<u>2</u>	7	Malvern Station	<u>1</u>
2.	Sarnia Station	<u>1</u>	8	Poets Corner Station	<u>1</u>
3.	Glen Park Station	<u>1</u>	9	Hillary Station	<u>1</u>
4.	Moseley Station	<u>1</u>	10	Bellair Station	<u>1</u>
5.	Northdene Station & Perway Depot	<u>5</u>	11	Sea View Station	<u>1</u>
6.	Escombe Station	<u>1</u>			
DISCLAIMER: Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operational.					

B UMLAZI -CROSSMOOR TO WEST STATIONS & DEPOTS					
No.	Station Name	SHE BIN Required	No.	Station Name	SHE BIN Required
1.	Umlazi Station	<u>3</u>	10	Havenside station	<u>1</u>
2.	Lindokhule Station	<u>2</u>	11	Jacobs	<u>1</u>
3.	Kwa-Mnyandu Station	<u>4</u>	12	Fynnlands	<u>1</u>
4.	Zwelethu Station	<u>2</u>	13	Kingsrest	<u>1</u>
5.	Reunion Station Area Manager office /Signals Depot	<u>6</u>			
6.	Crossmoor Station	<u>3</u>			
7.	Chatsglen station	<u>1</u>			
8.	Westcliffe station	<u>1</u>			
9.	Bayview Station	<u>2</u>			
DISCLAIMER: Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operational.					

## C KWA-MASU TO MOSES MABIDA STATIONS & DEPOTS

No.	Station Name	SHE BIN Required	No.	Station Name	SHE BIN Required
1.	Kwa Mashu Station	<u>4</u>	8	Avoca Station	<u>1</u>
2.	Thembalihle Station	<u>4</u>	9	Redhill Station	<u>2</u>
3.	Bridge City	<u>4</u>	10	Greenwood Park Station	<u>2</u>
4.	Duffs Road Station	<u>2</u>	11	Briardene Station	<u>1</u>
5.	Effingham Station	<u>1</u>	12	Umgenti Station	<u>2</u>
6.	Kenville Station	<u>1</u>	13	Moses Mabida station	<u>2</u>
7.	Temple Station	<u>1</u>			

**DISCLAIMER:** Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operational.

## D CATORIDGE TO MT VERNON -PMB / LADYSMITH ESCOURT STATIONS & DEPOTS

No.	Station Name	SHE BIN Required	No.	Station Name	SHE BIN Required
1.	PMB	<u>2</u>	10	Kwa Ngendezi Station	<u>1</u>
2.	Ladysmith	<u>1</u>	11	Dassenhoek Station	<u>1</u>
3.	Newcastle	<u>1</u>	12	Situnduhills Station	<u>2</u>
4.	Cato Ridge Station + Train Driver depot	<u>3</u>	13	Thornwood Station	<u>2</u>
5.	Georgedale Station	<u>2</u>	14	Marianhill Station	<u>2</u>
6.	Kwatandaza Station	<u>2</u>	15	Klaarwater Station	<u>1</u>
7.	Hammersdale Station	<u>1</u>	16	Shallcross Station	<u>2</u>
8.	Cliffdale Station	<u>1</u>	17	Burlington Station	<u>1</u>
9.	Nshongweni Station	<u>1</u>	18	Cavendish Station	<u>1</u>

**DISCLAIMER:** Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operational.

<b>E</b> <b>NORTH COAST</b> <b>STANGER – PHOENIX STATIONS &amp; DEPOTS</b>					
No.	Station Name	SHE BIN Required	No.	Station Name	SHE BIN Required
1.	Stanger Station	<u>2</u>	9	Fraser Station	<u>1</u>
2.	Gledhow Station	<u>1</u>	10	Tonga Station & Tongaat Central	<u>4</u>
3.	Charlottedale Station	<u>1</u>	11	Flamingo Heights Station	<u>1</u>
4.	Groutville Station	<u>1</u>	12	Canelands Station	<u>1</u>
5.	Tinley Manor Station	<u>1</u>	13	Verulam Station	<u>2</u>
6.	Shakaskraal Station	<u>1</u>	14	Ottawa Station	<u>2</u>
7.	Umdlali Station	<u>1</u>	15	Mt Edgecumbe Station	<u>2</u>
8.	Compensation Station	<u>2</u>	16	Phoenix Station	<u>2</u>

**DISCLAIMER:** Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operational.

<b>F</b> <b>KELSO TO PELGRIM STATIONS &amp; DEPOTS</b>					
No.	Station Name	SHE BIN Required	No.	Station Name	SHE BIN Required
1.	Kelso Station	<u>2</u>	10	Illovo Beach Station	<u>1</u>
2.	Park Rynie	<u>2</u>	11	Winkelspruit Station	<u>2</u>
3.	Scottburgh Station	<u>2</u>	12	Warner Beach Station	<u>1</u>
4.	Renishaw Station	<u>1</u>	13	Doonside Station	<u>2</u>
5.	Claustal Station	<u>1</u>	14	Amanzimtoti Station	<u>2</u>
6.	Umkomaas Station	<u>2</u>	15	Pahla Station	<u>1</u>
7.	Ilfracombe Station	<u>3</u>	16	Umbogintwini Station & Electrical Depot	<u>4</u>
8.	Umgababa Station	<u>2</u>	17	Pilgrim Station	<u>1</u>
9.	Karridene Station	<u>1</u>	18	Isipingo station	<u>4</u>

**DISCLAIMER:** Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operational.

<b>G BERE A – MEREBANK STATIONS &amp; DEPOTS</b>					
<b>No.</b>	<b>Station Name</b>	<b>SHE BIN Required</b>	<b>No.</b>	<b>Station Name</b>	<b>SHE BIN Required</b>
1.	Berea Station- station offices,	<u>6</u>			
2.	Dalbridge Station	<u>2</u>			
3.	Congella Station	<u>2</u>			
4.	Umbilo Station	<u>2</u>			
5.	Rosburgh Station / Perway Depot / Signals Depot / Welding Depot	<u>10</u>			
6.	Clairwood Station / Signal / Electrical Depots	<u>12</u>			
7.	Montclair	<u>1</u>			
8.	Merebank Station	<u>3</u>			

**DISCLAIMER:** Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operational.

<b>H DURBAN STATIONS &amp; DEPOTS + SPRINGFIELD ROLLING STOCK &amp; STORES</b>					
<b>No.</b>	<b>Station Name</b>	<b>SHE BIN Required</b>	<b>No.</b>	<b>Station Name</b>	<b>SHE BIN Required</b>
1.	Durban Station - (Facilities Depot) D Block	<u>6</u>			
2.	Durban Station - (Protection Services) D Block	<u>4</u>	11	Durban Yard Facilities depot	<u>6</u>
3.	Durban Station - (Training & Development) D Block	<u>5</u>	12	Durban Yard Simulator and Training centre	<u>4</u>
4.	Durban Station - (Shosholozha offices and waiting areas) Concourse Level	<u>2</u>	13	Durban Electrical Depot	<u>6</u>
5.	Durban Station - (Area Managers office) Concourse Level	<u>1</u>	14	Five Star Depot	<u>10</u>

6.	Durban Station - (All ticket and information offices) Concourse Level	<u>2</u>	15	Durban Perway Depot	<u>4</u>
7.	Durban Station - (PRASA H/Q), ITC-Wellness Security offices-	<u>15</u>	16	Signals Depot Goble Road	<u>6</u>
8.	Durban Yard-Master's building & cabins in the yard	<u>5</u>	17	Coach Cleaning Depots (B & C section)	<u>16</u>
9.	Durban Yard Lifting Shop	<u>6</u>	18	Supply Chain Management Stores Springfield / Rolling Stock Depot Springfield / Shunters cabins Springfield	<u>16</u>
10	Durban Yard Shosholoza Technical offices	<u>4</u>			

### 1.13 Health and Safety Requirements & Compliance

The Service Provider shall be fully responsible for the safety of all personnel operating on PRASA sites, with attention to the risks posed by moving trains and other operational hazards.

- **Site Safety:**

The Service Provider must ensure that all personnel are trained in railway safety protocols and are aware of the dangers associated with working near active rail lines. Appropriate signage, barriers, and lookout personnel must be deployed where necessary.

- **Legal Compliance:**

All safety arrangements and procedures must comply with the **Occupational Health and Safety Act (Act 85 of 1993)** and all applicable regulations, including:

- The Construction Regulations
- Hazardous Chemical Substances Regulations
- Environmental Regulations for Workplaces

- **Personal Protective Equipment (PPE):**

The Service Provider shall provide and enforce the use of appropriate PPE, including high-visibility clothing, safety boots, hard hats, gloves, and any other gear required for safe operation in the railway environment.

- **Safety Induction:**

All personnel must undergo a PRASA-approved safety induction before commencing work on-site. Records of completed inductions must be maintained and made available upon request.

- **Incident Reporting:**

Any safety-related incidents, near misses, or injuries must be reported to PRASA immediately and documented in accordance with PRASA's incident management procedures.

- **Safety Audits:**

PRASA reserves the right to conduct safety audits at any time. The Service Provider must cooperate fully and provide access to all relevant documentation, equipment, and personnel.

- **Rail Safety Permits:**

Where applicable, The Service Provider must obtain and maintain valid rail safety permits or access authorizations for work conducted near or on railway infrastructure.

- **Continuous Monitoring:**

The Service Provider must implement ongoing safety monitoring and supervision to ensure compliance throughout the duration of the contract.

## 1.14 SAFETY FILE

The Service Provider shall submit a comprehensive Safety File to PRASA within seven (7) calendar days of contract award. (The safety file is a draft, and not all points will be applicable)

***The file must be approved prior to commencement of any work and must include, but is not limited to, the following documentation:***

Client	
Employer (Principal contractor)	
Registered name of the enterprise	
Trade name of the Enterprise	
Company Registration No	
SARS registration No(PAYE)	
UIF registration No	
COIDA registration no	
Relevant SETA for EEA purpose	
Industry sector	
Bargaining Council	
Contact person & position	
Contact number	
Site Address	
Postal Address	
Chief Executive Officer	
Chief Executive officer's email and contact number	
Construction Manager	
Health and Safety Representative	
Activities/ Service rendered	
Commencement date	

<b>Completion date</b>	
<b>Site Phone</b>	
<b>Total number of employees on site:</b>	
<b>CONTRACTOR</b>	<b>Complying</b>
<b>1. Site Specific Organogram of reporting structure.</b>  This document must provide all persons appointed in terms of OHS Act No. 85 of 1993 including contact details. (rev, date, approval)	
<b>2. Contractor scope of work information (Company Profile)</b>	
<b>3. Valid Letter of Good Standing with FEM/WCA:</b> And proof of relevant insurances to carry out work.	
<b>MANAGEMENT PLANS</b>	
<b>4. Copy of reference documents:</b>  Health & Safety, Security, Quality, Environmental, and other applicable Specifications	
<b>5. Approved Contractor Execution Plan correlating with Specification provided by PRASA (i.e. Approved health and safety plan, environmental plan, security plan etc.)</b>	
<b>6. Contractors Health and Safety Policy</b>	
<b>7. Site Specific Emergency Plan</b>	<u>TO INCO-OPERATE PRASA STATION PLAN</u>
<b>8. Procedure for handling Hazardous Chemical Substance's and Applicable Safety Data Sheet (if applicable).</b>	
<b>APPOINTMENTS</b>	
<b>9. Fully completed appointments of the following (depends on the scope of work) but not limited to:</b> <ul style="list-style-type: none"> <li>• Sec. 16(2) – Delegated Authority (Assistant to the CEO)</li> <li>• CR 8(1) – Construction Manager</li> <li>• CR 8(5) – Construction Safety Officer</li> <li>• CR 9(1) – Risk assessment</li> <li>• GSR 3.4 – First aider</li> <li>• Sec 24, GAR 9(2) – Incident Investigator</li> </ul>	
<b>10. Contract/Project Specific Risk Assessment indicating the full scope of work and risk profile – High risk task inventory registers to be attached.</b>	
<b>11. PPE Policy and most recent issue register.</b>	



<b>INDUCTION</b>	
12. Induction application forms completed for every employee of The Service Provider performing work on site; The following shall be attached:	<u>Prasa will conduct initial induction – upon approval of safety file</u>
• Employee Dossier with applicable documentation;	
• Proof of site-specific induction;	
• Copy of ID Document;	
• Proof of competence i.e.: Artisans, drivers, operators etc.;	
• Valid medical certificate of fitness done by an Occupational Health Practitioner (i.e. Annexure 3 for construction work)	
<b>REGISTERS</b>	
13. Copy of equipment registers to be used with copy of each item's inspection checklist. The registers are not limited to the following, depends on the scope of work:	
• Site visitors register	
• Hand tools Inspection register	
• PPE Inspection Register	
• First Aid kit Inspection Register	
• Portable electrical Equipment Register	
<b>INCIDENT/ACCIDENT MANAGEMENT</b>	
14. Incident /Accident Management Procedure including reporting, recording and investigation of incidents and accidents	
15. Register of first aid injuries	
16. Register of reportable injuries to the Provincial Director	
<b>OTHERS</b>	
17. Training Matrix (Management, Supervisors and Employees)	
18. Copy of the OHS act and its Regulations, COID Act Regulations	

## BOQ/ PRICING SCHEDULE

### Note to Service Providers: Cost Inclusions

**All quoted costs must be included when pricing:**

- **Transportation** to and from all designated stations and depots, including remote or outer locations.
- **All necessary equipment** required to perform Hygiene Services safely and effectively including the Sanitary bins.
- **Chemicals and treatment agents**, including, sprays, liners and or any other substances.
- **Labour costs**, including technicians, handlers, and support staff involved in the delivery service.
- **Disposal** of hazardous or biological waste, where applicable.
- **Administrative and reporting costs**, including service logs, treatment certificates, and compliance documentation.

### **EXAMPLE FOR PRICING CALCULATIONS, WHICH SHALL BE INCLUSIVE OF THE ABOVE INCLUSIONS**

<b>EXAMPLE: Calculation Year 1</b>	
Estimated price per SHE BIN = R100	Estimated price per SHE BIN = R100
Unit of measure (Each) = 1	Unit of measure (Each) = 1
Number of Service =1	Number of Service per station per month = 2
Calculation: = R100.00 x 1 x 1 = R100.00	Calculation: = R100.00 x 1 x 2 = R200.00
<b>EXAMPLE: Calculation: Year 2 &amp; the same calculation will apply for Year 3 – using year 2 pricing and new %(percentage)</b>	
Estimated per SHE BIN = 1	
Percentage increase: Example (20% increase) (R100.00 x 20% =R20.00) (R100.00+ R20.00 =R120.00)	
Calculation: = 1 (SHE BIN) x R120.00 = R120.00	

### **Pricing Structure – Per Station (per SHE BIN)**

**Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins**

**DISCLAIMER:** Please note that: not all stations & depots are currently operational. The awarded service provider will be notified as stations and depots become operation

Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins

No. 16 SHE BINS TOTAL	NAME OF STATION/D EPOT	SHE BIN PER STATION	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT		GRAND TOTAL YEAR 1
							15	%	INCLUSIVE OF
									VAT
A	PINETOWN LINE STATIONS & DEPOTS								
1.	Pinetown Station	2	Each		2				
2.	Sarnia Station	1	Each		2				
3.	Glen Park Station	1	Each		2				
4.	Moseley Station	1	Each		2				
5.	Northdene Station & Perway Depot	5	Each		2				
6.	Escombe Station	1	Each		2				
7.	Malvern Station	1	Each		2				
8.	Poets Corner Station	1	Each		2				
9.	Hillary Station	1	Each		2				
10.	Bellair Station	1	Each		2				
11.	Sea View Station	1	Each		2				
DESCRIPTION		PERCENTAGE INCREASE %		TOTAL		VAT		GRAND TOTAL	
YEAR 2 INCREASE									
YEAR 3 INCREASE									

Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins

No.	NAME OF STATION/DEPOT	SHE BIN PER STATION	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT	GRAND TOTAL YEAR 1
							15 %	INCLUSIVE OF
								VAT
<b>28 SHE BINS TOTAL</b>								
<b>B</b>	<b>UMLAZI - CROSSMOOR TO WEST STATIONS &amp; DEPOTS</b>							
1.	Umlazi Station	3	Each		2			
2.	Lindokhule Station	2	Each		2			
3.	Kwa-Mnyandu Station	4	Each		2			
4.	Zwelethu Station	2	Each		2			
5.	Reunion Station Area Manager office /Signals Depot	6	Each		2			
6.	Crossmoor Station	3	Each		2			
7.	Chatsglen station	1	Each		2			
8.	Westcliffe station	1	Each		2			
9.	Bayview Station	2	Each		2			
10.	Havenside station	1	Each		2			
11.	Jacobs	1	Each		2			
12.	Fynnlands	1	Each		2			
13.	Kingsrest	1	Each		2			
<b>DESCRIPTION</b>		<b>PERCENTAGE INCREASE %</b>		<b>TOTAL</b>		<b>VAT</b>		<b>GRAND TOTAL</b>
<b>YEAR 2 INCREASE</b>								
<b>YEAR 3 INCREASE</b>								

Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins

No.	NAME OF STATION/DEPOT	SHE BIN PER STATION	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT	GRAND TOTAL YEAR 1
							15 %	INCLUSIVE OF
								VAT
<b>27 SHE BINS TOTAL</b>	<b>C</b>	<b>KWA-MASU TO MOSES MABIDA STATIONS &amp; DEPOTS</b>						
1.	Kwa Mashu Station	4	Each		2			
2.	Thembalihle Station	4	Each		2			
3.	Bridge City	4	Each		2			
4.	Duffs Road Station	2	Each		2			
5.	Effingham Station	1	Each		2			
6.	Kenville Station	1	Each		2			
7.	Temple Station	1	Each		2			
8.	Avoca Station	1	Each		2			
9.	Redhill Station	2	Each		2			
10.	Greenwood Park Station	2	Each		2			
11.	Briardene Station	1	Each		2			
12.	Umgeni Station	2	Each		2			
13.	Moses Mabida station	2	Each		2			
DESCRIPTION		PERCENTAGE INCREASE %		TOTAL		VAT		GRAND TOTAL
YEAR 2 INCREASE								
YEAR 3 INCREASE								

No. 27 SHE BINS TOTAL	NAME OF STATION/DEPOT	SHE BIN PER STATION	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT		GRAND TOTAL YEAR 1
							15	%	INCLUSIVE OF
									VAT
D	CATORIDGE TO MT VERNON -PMB / LADYSMITH ESCOURT STATIONS & DEPOTS								
1.	PMB	2	Each		2				
2.	Ladysmith	1	Each		2				
3.	Newcastle	1	Each		2				
4.	Cato Ridge Station + Train Driver depot	3	Each		2				
5.	Georgedale Station	2	Each		2				
6.	Kwatandaza Station	2	Each		2				
7.	Hammersdale Station	1	Each		2				
8.	Cliffdale Station	1	Each		2				
9.	Nshongweni Station	1	Each		2				
10.	Kwa Ngendezi Station	1	Each		2				
11.	Dassenhoek Station	1	Each		2				
12.	Situnduhills Station	2	Each		2				
13.	Thornwood Station	2	Each		2				
14.	Marianhill Station	2	Each		2				
15.	Klaarwater Station	1	Each		2				
16.	Shallcross Station	2	Each		2				
17.	Burlington Station	1	Each		2				
18.	Cavendish Station	1	Each		2				

Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins

DESCRIPTION	PERCENTAGE INCREASE %	TOTAL	VAT	GRAND TOTAL
YEAR 2 INCREASE				
YEAR 3 INCREASE				

Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins

No.	NAME OF STATION/DEPOT	SHE BIN PER STATION	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT		GRAND TOTAL YEAR 1
							15	%	INCLUSIVE OF
									VAT
<b>25 SHE BINS TOTAL</b>									
<b>E</b>	<b>NORTH COAST STANGER – PHOENIX STATIONS &amp; DEPOTS</b>								
1.	Stanger Station	<u>2</u>	Each		<b>2</b>				
2.	Gledhow Station	<u>1</u>	Each		<b>2</b>				
3.	Charlottedale Station	<u>1</u>	Each		<b>2</b>				
4.	Groutville Station	<u>1</u>	Each		<b>2</b>				
5.	Tinley Manor Station	<u>1</u>	Each		<b>2</b>				
6.	Shakaskraal Station	<u>1</u>	Each		<b>2</b>				
7.	Umhlali Station	<u>1</u>	Each		<b>2</b>				
8.	Compensation Station	<b>2</b>	Each		<b>2</b>				
9.	Fraser Station	<u>1</u>	Each		<b>2</b>				
10.	Tonga Station & Tongaat Central	<b>4</b>	Each		<b>2</b>				
11.	Flamingo Heights Station	<u>1</u>	Each		<b>2</b>				
12.	Canelands Station	<u>1</u>	Each		<b>2</b>				
13.	Verulam Station	<b>2</b>	Each		<b>2</b>				
14.	Ottawa Station	<b>2</b>	Each		<b>2</b>				
15.	Mt Edgecumbe Station	<b>2</b>	Each		<b>2</b>				
16.	Phoenix Station	<b>2</b>	Each		<b>2</b>				

Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins

No.  34 SHE BINS TOTAL	NAME OF STATION/DEPOT	SHE BIN PER STATION	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT		GRAND TOTAL YEAR 1
							15	%	INCLUSIVE OF
									VAT
F	KELSO TO PELGRIM STATIONS & DEPOTS								
1.	Kelso Station	2	Each		2				
2.	Park Rynie	2	Each		2				
3.	Scottburgh Station	2	Each		2				
4.	Renishaw Station	1	Each		2				
5.	Claustal Station	1	Each		2				
6.	Umkomaas Station	2	Each		2				
7.	Ilfracombe Station	3	Each		2				
8.	Umgababa Station	2	Each		2				
9.	Karridene Station	1	Each		2				
10.	Illovo Beach Station	1	Each		2				
11.	Winkelspruit Station	2	Each		2				
12.	Warner Beach Station	1	Each		2				
13.	Doonside Station	2	Each		2				
14.	Amanzimtoti Station	2	Each		2				
15.	Pahla Station	1	Each		2				
16.	Umbogintwini Station & Electrical Depot	4	Each		2				
17.	Pilgrim Station	1	Each		2				
18.	Isipingo station	4	Each		2				

DESCRIPTION	PERCENTAGE INCREASE %	TOTAL	VAT	GRAND TOTAL
YEAR 2 INCREASE				
YEAR 3 INCREASE				



No.	NAME OF STATION/DE POT	SHE BIN PER STATION	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT		GRAND TOTAL YEAR 1
							15	%	INCLUSIVE OF
									VAT
38 SHE BINS TOTAL									
G	BEREA – MEREBA NK STATIONS & DEPOTS								
1.	Berea Station-station-offices,	6	Each		2				
2.	Dalbridge Station	2	Each		2				
3.	Congella Station	2	Each		2				
4.	Umbilo Station	2	Each		2				
5.	Rosburgh Station / Perway Depot / Signals Depot / Welding Depot	10	Each		2				
6.	Clairwood Station / Signal / Electrical Depots	12	Each		2				
7.	Montclair	1	Each		2				
8.	Merebank Station	3	Each		2				
DESCRIPTION		PERCENTAGE INCREASE %		TOTAL		VAT		GRAND TOTAL	
YEAR 2 INCREASE									
YEAR 3 INCREASE									



**Please note that pricing will be calculated per station, per SHE bin, and multiplied by the number of services. Prices tendered shall be inclusive of VAT and must cover transport, disposal, chemicals, bin liners, and the provision of SHE bins**

No.	NAME OF STATION/DEPOT	UOM	Price Per unit	SERVICE PER MONTH	TOTAL	VAT		GRAND TOTAL YEAR 1
						15	%	INCLUSIVE OF
								VAT
128 SHE BINS TOTAL	H	DURBAN STATIONS & DEPOTS + SPRINGFIELD ROLLING STOCK & STORES	SHE BIN PER STATION					
1.	Durban Station - (Facilities Depot) D Block	6	Each	2				
2.	Durban Station - (Protection Services) D Block	4	Each	2				
3.	Durban Station - (Training & Development) D Block	5	Each	2				
4.	Durban Station - (Shosh	2	Each	2				

		oloza offices and waiting areas) Conco urse Level						
5.	Durban Station - (Area Manag ers office) Conco urse Level	<u>1</u>	Each		2			
6.	Durban Station - (All ticket and inform ation offices ) Conco urse Level	<u>2</u>	Each		2			
7.	Durban Station - (PRASA H/Q), ITC- Wellne ss Securit y offices -	<u>15</u>	Each		2			
8.	Durban Yard- Master 's buildin g & cabins in the yard	<u>5</u>	Each		2			
9.	Durban Yard Lifting Shop	<u>6</u>	Each		2			

10.	Durban Yard Shosh oloza Techni cal offices	<u>4</u>	Each		2			
11.	Durban Yard Faciliti es depot	<u>6</u>	Each		2			
12.	Durban Yard Simula tor and Trainin g center	<u>4</u>	Each		2			
13.	Durban Electri cal Depot	<u>6</u>	Each		2			
14.	Five Star Depot	<u>10</u>	Each		2			
15.	Durban Perway Depot	<u>4</u>	Each		2			
16.	Signals Depot Goble Road	<u>6</u>	Each		2			
17.	Coach Cleani ng Depots (B & C section )	<u>16</u>	Each		2			
18.	Supply Chain Manag ement Stores Springf ield / Rolling Stock Depot Springf ield / Shunte	<u>16</u>	Each		2			

rs  
cabins  
Springf  
ield

*We require the provision of Adhoc pest removal services: As and When required. The scope of work includes, but is not limited to, the safe and effective removal of the following*

DESCRIPTION	PERCENTAGE INCREASE %	TOTAL	VAT	GRAND TOTAL
YEAR 2 INCREASE				
YEAR 3 INCREASE				

No.						PERCENTAGE INCREASE	PERCENTAGE INCREASE
	ADHOC SERVICES					%	%
			UOM	PRICE	YEAR 1	YEAR 2	YEAR 3
I		Quantity					
1.	<b>Supply &amp; Installation of wall mounted battery-operated air freshener dispensers:</b>  <b>With adjustable time settings – spray intervals</b>  <b>LED indicator light- notifies when refill or battery replacement is required</b>  <b>Universal Refill to work with 250ml aerosol cans</b>	1	Each				
2.	<b>Aerosol Refills to suite the dispenser.</b>  <b>Scent: Spring fresh, Jasmine&amp; amber-Lavender</b>	1	Each				
3.	<b>Batteries – AA type to suite the dispenser unit.</b>  <b>(12 batteries per pack)</b>	1	Pack				
4.	<b>Urinal Mats with Bio-Enzyme block.</b> <b>(24 per pack)</b>	1	Pack				
5.	<b>Disinfectant wipes Bucket – 1000 perforated wipes - 70% Alcohol:</b>						

	<p><b>Alcohol surface wipe to clean various surface and objects, can also be used to disinfect hands, countertops, computers</b></p> <p><b>Product Characteristics: High Alcohol content- Non staining, Fast acting and Odorless</b></p>	<b>1</b>	<b>Bucket</b>				
<b>6.</b>	<p><b>Hygiene Bag dispenser to be supplied and installed:</b></p> <p><b>Unit Dimensions (cm) - 11 (L) x 2.5 (W) x 13 (H)</b></p>	<b>1</b>	<b>Each</b>				
<b>7.</b>	<p><b>Mini Sanitary Bags for sanitary towels – pack of 30 per box</b></p>	<b>1</b>	<b>Each</b>				
<b>TOTAL</b>							