



THE PRESIDENCY
REPUBLIC OF SOUTH AFRICA

BID DOCUMENT

APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND DELIVER CLEANING AND HYGIENE CONSUMABLES IN THE PRESIDENCY (PRETORIA, CAPE TOWN AND DURBAN) FOR A PERIOD OF THREE (3) YEARS.

BID NUMBER: **PO 2026/27:010**

CLOSING DATE: **20 July 2026**

TIME: **11:00 AM**

VALIDITY PERIOD: **150 days**

COMPULSORY BRIEFING SESSION:

DATE: **08 July 2026**

TIME: **10:00AM**

VENUE: **Microsoft Teams**

Microsoft Teams meeting

Join:

<https://teams.microsoft.com/meet/341045073131720?p=fPdmvx11a8fJ9D83vb>

Meeting ID: 341 045 073 131 720

Passcode: ve2uA7iY

Kindly take note of the following attached documentations:

Section 1: Standard Bidding Documents

Section 2: Special Conditions (Specification)

Section 3: General Conditions

Standard Bidding Documents (SBD) forms MUST be completed in full, in black ink (whether hand written or typed). Any changes on the SBD form must be countersigned by the bidder. The use of Tippex or any similar material is not permitted.

Bidders must submit the original bid document and completed SBD forms. In addition, bidders must submit two additional copies of the bid document, (that is, one hard copy (photocopy) and one soft copy in a PDF format, in a suitable electronic medium, e.g. flash drive or portable hard drive etc. All three bid documents must be submitted in a sealed envelope.

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	PO 2026/27:010	CLOSING DATE:	20 July 2026	CLOSING TIME:	11:00AM
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND DELIVER CLEANING AND HYGIENE CONSUMABLES IN THE PRESIDENCY (PRETORIA, CAPE TOWN AND DURBAN) FOR A PERIOD OF THREE (3) YEARS.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Union Buildings					
1 Government Avenue					
Arcadia, Pretoria					
0001					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	SCM: Acquisition Office		CONTACT PERSON	Norma Tshishonga	
TELEPHONE NUMBER	N/A		TELEPHONE NUMBER	N/A	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	Tender@presidency.gov.za		E-MAIL ADDRESS	norman@presidency.gov.za/ Dimakatso@presidency.gov.za	
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
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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 PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
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 .
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:

SBD3.2**PRICING SCHEDULE – NON-FIRM PRICES
(PURCHASES)****NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.****IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of bidder.....

Bid number: **PO 2026/27:010**Closing Time: **11:00AM**Closing date: **13 July 2026**OFFER TO BE VALID FOR **150** DAYS FROM THE CLOSING DATE OF BID.

BID PRICE IN RSA CURRENCY

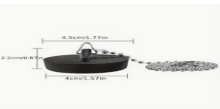
******(ALL APPLICABLE TAXES INCLUDED

ITEM NO	DESCRIPTION	IMAGE	QTY	PRICE YEAR 1 (EXCL. VAT	PRICE YEAR 2 (EXCL. VAT	PRICE YEAR 3 (EXCL. VAT	TOTAL AMOUNT (EXCL. VAT
1.	Industrial heavy-duty mops: Mop head material cotton, 400g, Aluminium handle 1.5m x 23m		1				
2.	Standard mop Mop head material cotton, 200g, Wooden handle 1.5m x 23mm mops		1				

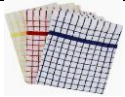
3	Microfiber, dust, shining pad mops (floors) Colour: assorted (green, grey and blue) Single sided, Adjustable handle, Mop head Size: 410 x 140 x 38mm Allowed fixed and 360 – degree rotation.		1				
4	Replacement pads for microfiber, dust, shining mops (floor): Colour: assorted (white, grey and blue), Microfiber single pads, Washable, Detachable, Mop head Size: 60 cm, standard, 3 in pack.		1				
5	Microfiber, round, duster set, extendable handle: Colour: Assorted (grey, blue and green), Extendable handle to 4.8m, Aluminium handle Microfiber, round, duster, 3 in a pack		1				
6	Microfiber, flat, duster set, extendable handle: Colour: Assorted (grey, blue and green), Extendable handle to 4.8m, Aluminium handle, Microfiber, flat duster		1				
7	Replacement pads for microfiber, flat, duster, extendable handle: Colour: Assorted (grey, blue and green)		1				
8	Microfiber fabrication duster (rainbow): Colour: Assorted (rainbow, grey, blue and green), Soft, microfiber fabrication, Plastic handle 40cm by 40 cm, 10 a pack		1				

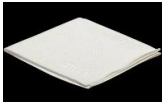
9	Double sided microfiber and chenille flat mop: Colour: assorted (grey, green and blue), Extendable aluminium handle from 80 – 105 cm, Size: 42 X 13 cm, Rotation 360 degree.		1				
10	Replacement pads for double sided microfiber and chenille flat mop: Colour: assorted (grey, green and blue) Size: 42 X 13 cm		1				
11	Floor pads, stripping To be used on rotary floor scrubbing and polishing machines, Black stripping floor pads, Machine speed 175-600RPM, 430mm, 8 in a box		1				
12	Floor pads, buffing To be used on rotary floor scrubbing and polishing machines, Red buffer floor pads, Machine speed 175-600RPM, 430mm, 8 in a box		1				
13	Households broom: Soft broom bristles, Colour: Assorted, 305mm wide, reinforced, broom head, Wooden handle, standard		1				
14	Industrial broom: Colour: assorted, Size: 280mm wide, reinforced, broom head, Wooden handle, standard, Synthetic fibre bristles.		1				

15	Polycorn, plastic fibre bristle, broom: Colour: Assorted, Wooden handle, standard, Polycorn, plastic, fibre bristles, Size: 190mm long bristles		1				
16	Broom with dustpan set: Colour: assorted (grey and blue), Aluminium handles, Plastic dustpan, Soft bristle broom with long handle		1				
17	Dustpan with brush set: Colour: assorted (grey/red and blue), Plastic dustpan, Plastic brush handle soft bristle brush with short handle		1				
18	Toilet brush set: Marble look, Socket size 272 mm height and 100mm wide		1				
19	Toilet brush set: Colour white, Standard plastic handle, Plastic socket to place brush 10 x Set		1				
20	Bottle cleaning brush: Long, twisted, stainless steel wire handle, Bendable, Flexible for narrow neck skinny spaces of water bottles, decanters and glasses, Stiff, nylon bristles		1				
21	Hand scrubbing brush: Plastic handle, Size: small, Color: blue/ grey, Flexible, soft bristles, 5.7 cm x 15 cm		1				

22	Hand scrubbing brush: Wood, Size large, Heavy duty all-purpose brush for cleaning carpets, 190 mm x 50mm		1				
23	Basin/Sink Plugs Basin plugs, rubber with chain hooks, Color: black and white, Size: small		1				
24	Sink plugs: - Sink plugs, rubber with chain hooks - Color: black and white - Size: large 4.5 cm		1				
25	Sink waste trap: - Stainless steel - Size: large		1				
26	Single bucket mop wringer trolley: Colour: Blue/yellow/red/grey, Capacity: 36 Litre, Plastic single bucket and wringer, Steel handles and pressing mechanism, To be used with 400g mop head.		1				
27	Bucket with spout: 12litres, Round with spout for easy pouring, Plastic bucket and handle. Grey or blue, Dimensions: 280cm x 270cm x 270cm, Weight: 320g		1				
28	Heavy duty industrial bucket: 10litres, Rectangular for cleaning purposes, Plastic bucket with steel handle, Assorted colours (grey, blue, red)		1				

29	Bucket with lid: 20 Litre Plastic bucket with plastic lid to be use, For soaking and washing Steel handle Colour: clear, blue and grey.		1				
30	Mutton cloth roll: Colour: cream, Size: 10kg		1				
31	Mutton cloth: Colour: Cream, Size: 400g rolls		1				
32	Microfiber cleaning cloths: Colour: Assorted 70% Polyester and 30% Polyamide, ultra-fine microfiber, Size: 40 x 40 cm For use in cleaning and dusting, 10 Piece set		1				
33	Microfiber glass drying cloth: Colour: Plain White Microfiber, For use when drying glasses and glassware and cleaning LCD, 39 x 58.5cm, 10 in a pack		1				

34	Shammy Cloth (towel): Colour: Assorted Washable Size:90x60 cm		1				
35	Kitchen Heavy swabs terry cloth: Colour and design: Assorted, Size: 45cm x 70cm 100% cotton, Pack of 10		1				
36	Kitchen swabs terry cloth: Colour and design: Assorted Size: 35cm x 35cm 100% cotton Pack of 10		1				
37	Kitchen drying cloth/towel terry cloth: Colour and design: Assorted Size: 30cm x 30cm Pack of 10		1				
38	Tea towel cloths: Colour: Assorted Size: 45cm x 70cm 100% cotton, waffle weave design 10-piece set		1				
39	Disposable kitchen cloth/wipe rolls: Material: Viscose and Polyester Colour: Assorted Size: 50 x 30 cm roll 50 sheets per roll Disposable, kitchen cloth/wipe Domestic, cleaning cloth		1				
40	Fabric Wipes (disposable cloth): For the cleaning of surfaces, Made from Air flex layered fabric, Thick, highly absorbent, 80 Cloths per pack, Assorted Cloth size: 250x400mm		1				
41	Toilet paper, double two ply: (equivalent to Baby Soft) Colour: Plain white Two ply 18 roll Number of sheets per Roll: 350 Soft wave texture		1				

42	Toilet paper, double ply, two ply: (equivalent to Baby Soft) Colour: Plain white Two ply 48 roll Number of sheets per Roll: 350 Soft wave texture		1				
43	Toilet paper, Tripple ply: Colour: Plain white Three ply 9 roll 100mm x 110mm Number of sheets per Roll: 200 Micro embossed for a thicker finish Luxury silky finish		1				
44	Toilet paper, single ply Colour: Plain white Single ply 18 roll Per 18 rolls per pack Number of sheets per Roll: 500		1				
45	Toilet paper, single ply Colour: Plain white Single ply 48 roll Per 18 rolls per pack Number of sheets per Roll: 500		1				
46	Paper Napkin 2Ply Plain white napkin Size 40cmx40cm 2000 per pack		1				
47	Paper napkins, three ply: Plain white Size 40cm X 40 cm 25 per pack		1				

48	Paper serviettes, two ply: Colour White Size: 33cm x 33 cm, 1000 per pack		1				
49	Cocktail paper serviettes, 2ply: Colour White Size: 300mm x 300mm 200's per pack		1				
50	Round Paper/vinyl doilies for saucers: Colour white Lace pattern Standard 50 per pack Size 10cm		1				
51	Paper/vinyl doilies for side plates: Colour white Lace pattern standard 50 per pack 16 cm		1				
52	Paper doilies for dinner plates: Colour white Lace pattern standard 50 per pack 30 cm		1				
53	Paper lace, tray doilies (mat): Colour white Rectangular(42X27cm) and Round (30 - 37cm diameter) Lace pattern Standard.		1				
54	Paper lace, tray doilies (mat): Colour cream. Rectangular (42X27cm) and Round (30 - 37cm diameter) Lace pattern Standard.		1				

55	Paper lace, tray doilies (mat): Colour cream. Round (42X27cm) and Round (30 - 37cm diameter) Lace pattern Standard.		1				
56	Paper lace, tray doilies (mat): Colour white. Round (42X27cm) and Round (30 - 37cm diameter) Lace pattern Standard.		1				
57	Roller kitchen towel two ply: Classic white Equivalent to Twin saver. 50 Sheets per roll 12 Packs of 2 rolls per case Sheet size: 260mm x 220mm		1				
58	Two ply, laminated, folded, hand towel: Plain white Paper size: 200mm X 100mm Equivalent to Twin saver. Box of 1800 sheets		1				
59	Jumbo Roller kitchen towel: (Equivalent to Twin saver) Classic white multi-purpose wiping 1 Roll per pack Roll size: 210mm X 1500m		1				
60	Wax oven paper, per roll: Colour white, Size dimension: 15m x 30cm, Nonstick grease		1				

61	Drawer/Shelf paper liners: Colour assorted Size: 30cm x 500cm (length)		1				
62	Double sided duct carpet tape: Double sided 50mm width X 30m length Colour white Use in carpet fixing		1				
63	Masking tape: Size 24mm x 44m		1				
64	Multi-function duct tape: Size 48mm x 20m		1				
65	Bubble wrap roll: Size 1250mm x 100m		1				
66	Packaging rope/string: Colour brown and white Size 2mm x 50m		1				
67	Boxes: Cardboard Colour Brown 450 Length x 450 Width x 500 height Double wall		1				

68	Brown wrapping paper rolls: Colour brown 80 GSM -75m x 122cm roll		1				
69	Tissue wrapping paper rolls: Colour white80 GSM -75m x 122cm		1				
70	Bottles with lid: Plastic Clear 500ml		1				
71	Bottles with lid: Plastic 1L Clear Bottle with lid		1				
72	Spray bottles with nozzle: Plastic Clear with Nozzle 100ml		1				
73	Spray bottles with nozzle: Plastic 500ml Clear Nozzle		1				

74	Spray bottles with spray nozzle: ▪ Plastic ▪ 1L ▪ Clear ▪ Nozzle		1				
75	Toilet freshener spray: ▪ Pack size: 345ml ▪ Liquid Spray ▪ Fragrance : Lavender, Lemon, ocean, breeze, vanilla, Jasmine etc. ▪ Plastic bottles		1				
76	Clear plastic spray bottles with mist spray cap: ▪ Plastic ▪ Size: 250 ml ▪ Shape: square ▪ Colour: clear		1				
77	Clear plastic spray bottles with pump cap: ▪ Plastic ▪ Size: 250 ml ▪ Shape: Square ▪ Colour: Clear		1				
78	Plastic pump lid: ▪ Plastic ▪ Size: for 250 ml bottle ▪ Shape: Pump lid ▪ Colour: Black		1				

79	Stainless steel pump lid: ▪ Stainless steel ▪ Size: for 250 ml bottle ▪ Shape: Pump lid ▪ Colour: Silver		1				
80	Stainless Steel Soap Dispensers • Material: stainless steel • Processing technology: polishing / plastic spraying / plating • Usage: hand press • Installation: punch/no punch • Extended press handle, easy to squeeze, 360-degree flexible rotation, easy to add liquid, smooth liquid discharge • Single bottle capacity: about 200ml		1				
81	Air freshener dispenser with automatic spray button set with refills: ▪ Pack size 300ml ▪ Product: Aerosols Air scent enhancer ▪ Fragrance selection: lavender field, soft cotton, spring delight, fresh linen, jasmine plus amber, lavender plus vanilla, spring fresh, vanilla passion fruit, wild apple plus spice ▪ Set of 1 X Machine and Refill can		1				

82	Air freshener refill cans: ▪ Size: 300ml ▪ Product: Aerosols Air scent enhancer ▪ Fragrance selection: Assorted. ▪ Refill can		1				
83	Air fresheners spray disposable cans: • Size: 180 ml • Product: Aerosols Air scent enhancer • Fragrance selection: Assorted • Disposable can		1				
84	Toilet fresheners spray: ▪ Assorted Fragrances ▪ 100ml ▪ Glass bottles		1				
85	Oil reeds diffuser with rattan sticks: ▪ 200ml ▪ Packaging: Potted in clear glass with natural cork stopper. ▪ Reeds wrapped in recyclable plastic sleeves ▪ Assorted fragrances.		1				

86	Oil reeds diffuser with rattan sticks: ▪ 165ml ▪ Packaging: Potted in clear glass with silver / gold cork stopper. ▪ Rattan reeds wrapped in recyclable plastic sleeves ▪ Assorted fragrances.		1				
89	Diffuser fragrance refill bottles: ▪ 100ml / 200ml ▪ Packaging: Refill bottles ▪ Assorted fragrances.		1				
90	Electric air diffuser: ▪ Assorted fragrances ▪ Electric diffuser refill 19ml		1				
91	Fragranced sachet: ▪ Fragranced sachet for use in cupboards and drawers ▪ Assorted fragrances ▪ Size: One size ▪ Pack of 8		1				
92	Lint remover clothing roller set: ▪ Plastic handle ▪ Equivalent to ADDIS ▪ With super stick roller ▪ Set of rollers and refill		1				

93	Lint removal clothing roller refill “Equivalent to ADDIS” ▪ super stick refills		1				
94	Battery operated fuzz lint remover, Equivalent to Bobble Off ▪ For blankets, carpets, sweaters, dresses, cushions, carpets. ▪ Large shaver ▪		1				
95	Two in one clothing brush: ▪ Wood handle ▪ Soft and hard bristles ▪ Size: 25cm		1				
96	Electronic fuzz lint remover, equivalent to Bobble Off ▪ For blankets, carpets, sweaters, dresses, cushions, carpets. ▪ Large shaver		1				
97	Toilet cleaning gel: Original and assorted fragrance Size: 750ml Container: Plastic bottle Active cleaning gel equivalent to Harpic		1				
98	Multipurpose stain removal thick bleach cleaner, (Equivalent to Domestos)		1				

	To kill germs and cleaning surfaces Size: 750ml Container: Plastic bottle Assorted fragrance						
99	Household thick bleach. (Equivalent JIK) 750ml Container: Plastic bottle Assorted fragrance		1				
100	Household bleach (equivalent to JIK) Litre Container: Plastic bottle Assorted fragrance		1				
101	Multipurpose cream cleaner: Multipurpose cleaning cream Assorted flavours: Lemon, Lavender, and original. 750ml Container: Plastic Bottle.		1				
102	Multipurpose cream cleaner: ▪ Multipurpose cleaning cream ▪ Assorted flavours: Lemon, Lavender, and original. ▪ Size: 5L ▪ Container: Plastic Bottle.		1				
103	Deo/ Urinal blocks cleaner ▪ Scented Urinal Deodorant blocks ▪ 5kg Bulk Pack Cube size: Approx. 3cm x 3cm x 1.5cm ▪ Long-lasting freshness: Each cube delivers a continuous, pleasant		1				

	fragrance. Hygienic benefits: Helps reduce limescale and uric acid buildup.						
104	Toilet blocks cleaner: - Original toilet blocks 3 in 1 rim block 40g - Scented gel strip leaves fresh scent		1				
105	Urinal Deodoriser Mats - Size: 10.5 x 10.5 x 2 - Refill Type: Individual - Enzyme Based blocks - Aesthetic Design - Anti-splash - Scent Option		1				
106	Bathroom Cleaner for General Purpose and Deep Cleaning "equivalent to prosan xp" - Size: 5 Liter - Appearance: Liquid - Colour: Dark red - Odour: Characteristic						
107	Carpet freshener powder: - Assorted fragrances - Size: 600g - Container: Bottle - Type: Powder		1				

108	Carpet, dry cleaning, powder: - Assorted fragrances - Size: 7kg - Container: Bucket - Type: Powder		1				
109	Carpet and upholstery shampoo, low foam powder - To be used in carpet washing machine: - Container: Bucket - Size: 20l		1				
110	Carpet and upholstery shampoo, liquid: - Size: 5 litre - Assorted fragrance - Safe on all fabric - Carpet freshener - Has anti-bacterial properties and is proven to eradicate dust mites.		1				
111	Carpet and upholstery stain spray remover: - Size: 500ml - Carpet and multi fabric stain remover - Assorted fragrance		1				

112	All-purpose tile cleaner - Assorted fragrances - Size: 750ml - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones.		1				
113	All-purpose floor and tile cleaner - Assorted fragrances - Size: 5 litres - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones.		1				
114	All-purpose floor and tile polish - Assorted fragrances - Size: 5 litres - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones. - Nonslip		1				
115	All-purpose floor and tile polish - Assorted fragrances - Size: 750 ml bottle - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones. - Nonslip		1				

116	Dishwashing liquid, Equivalent to Sunlight liquid 100% Lemon - Size: 750 ml bottle		1				
117	Dishwashing liquid, Equivalent to Sunlight liquid 100% Lemon - Size: 5 litre bottles		1				
118	Dish washing machine tablets: - All in 1 - Max powerful clean every time. 100 tablets		1				
119	Dish washer rinsing liquid: - Rinsing aid lemon regular - Size: 400ml bottle - Spot & Streak-Free Shine - Prevent Residue & Film		1				
120	Dishwasher salt granules: - Size: 5kg - For machine care and lime protection		1				
121	Oven cleaner spray: - Size: 275ml - Heavy duty oven cleaner - Assorted flavours		1				

							
122	Microwave and braai cleaner spray: - Size: 275ml - Heavy duty for microwave and braai - Assorted flavours		1				
123	Combi Oven care tabs: - Rinsing detergent tablets 100 tablets in a bucket - Suitable for all Rational professional oven		1				
124	Combi Oven Descaler tabs: - Descaler blue square tablets 100 tablets in a bucket - Suitable for all Rational professional oven		1				
125	Kettle and Iron cleaning powder: - Size: 120g - Descaling powder - Box of 10		1				
126	Kitchen degrease liquid: - Size: 5 Litre bottle - Dissolves oil and fat in cold water		1				

	Professional						
127	Dish washing machine liquid soap HI Wash: - Size: 25 Litre bottle - Colour: Red - Dish machine detergent - Suitable for the Hychem machine		1				
128	Dish washing machine liquid Soap: - Size: 25 Litre bottle - Colour: Green - Suitable for the Hychem machine		1				
129	Machine dishwashing machine liquid soap: - Size: 5 Litre bottle - Colour: Green - General Purpose Detergent		1				
130	Dish washing machine rinsing liquid hidry: - Size: 25 Litre bottle - Colour: Blue - Dish machine rinse aid - Suitable for the Hychem machine		1				
131	Disinfectant sachets:		1				

	- Disinfectant powder sachets - Size: 30g - Box of 100 sachets - Equivalent to Biocide						
132	Heavy-duty sponge with green scourer: - Sponge with green scourer - Size: Large - Dimension: 110mm x80 mm - Pack of 4		1				
133	Heavy-duty pot scourer steel: - Wire scourer - Colour: Stainless steel 5 Per pack		1				
134	Multipurpose pot scourer gold: - Wire scourer - Colour: Gold 2 Per pack		1				
135	Steel wool rolls: - Colour: Stainless steel wool - Size: 100g 12 individual rolls per pack		1				
136	Furniture polish spray tin:		1				

	▪ Size:400ml. ▪ Assorted fragrances ▪ 6 per pack ▪ Suitable for all surfaces						
137	Wooden oil furniture polish: ▪ Teak oil furniture polish for wood ▪ Assorted wood oil ▪ 500ml bottle		1				
138	Wooden oil furniture polish: ▪ Teak oil furniture polish for wood ▪ Assorted wood oil ▪ 5 litre		1				
139	Polish and woodwork reviver: ▪ Clear and red ▪ 500ml		1				
140	16.5. Furniture mellow wax tin: ▪ Antique furniture restoration and French polish ▪ 400ml		1				
141	Leather furniture cleaner: ▪ Neutral and conditioner liquid ▪ Leather Shield Leather + PU Cleaner is a natural, water-based product. ▪ 5 Litre		1				
	Metal and silverware liquid polish;		1				

142	Equivalent to Hagerty - Silver liquid polish - the easy and effective way to clean, restore and polish. - Suitable for use on silver, gold, aluminium, chrome, electroplate - Size: 250ml						
143	Silver cleaner and polish cream, Equivalent to Wright - Polish cream - Size: 125g		1				
144	Silver dip liquid foam bath, Equivalent to Hagerty - Dip silver liquid foam bath - Size: 580ml		1				
145	Silver and multi-metal foam Equivalent to Hagerty - Silver foam - Size: 185ml		1				
146	Original metal liquid polish can: - Effective metal cleaner, removes tarnish and stains - Size: 200 ml - Equivalent to Brasso		1				
147	Silver Polish can		1				

	▪ Effective metal cleaner, removes tarnish and stains ▪ Size: 200 ml ▪ restore and polish: Silver, Gold and Aluminium, Chrome, Electroplate and Mirrors, to an instant, sparkling shine.						
148	Metal polish, Equivalent to Brilliant ▪ Copper, bronze, chrome, aluminium, brass, platinum, silver, gold, nickel, fibre glass ▪ Size: 414ml		1				
149	Galvanized Iron cleaner equivalent to duram NS2 • Size: 5 L • Description: Cleans old or new galvanized iron Etches surface for maximum adhesion • Effective cleaner and degreaser – remove • surface oxidation (white rust), oils, grease, dirt • and impurities. Removes temporary protective coating on • new galvanized iron to allow paint adhesion. • New or weathered galvanized iron, mild steel, • aluminium and chromadek. • Interior and exterior use.		1				

150	Self-shine polish: ▪ Polymer high gloss slip resistant ▪ Size: 5 Litre		1				
151	Wooden, liquid wax polish: ▪ Interior penetrating wax ▪ 5 Litre		1				
152	Wooden, liquid wax, interior, polish: ▪ 1 Litre		1				
153	Wooden, liquid wax, exterior, polish: ▪ 1L		1				
154	Floor seal polymer: ▪ smooth concrete and elite surfaces to provide a lasting for all types floors ▪ Non-slip ▪ 5 Litre		1				
155	Floor stripper: ▪ To be used on all types of floors and no ammonia ▪ Size: 5 Litre bottle		1				
156	Multi-purpose cleaner, pine gel:		1				

	▪ To clean and deodorise ▪ Fresh pine ▪ 5 Litre						
157	All-purpose cleaner gel , Equivalent to Triple Orange ▪ 5kg bucket		1				
157.	Liquid drain cleaner , Equivalent to Jeyes Fluid ▪ 500ml		1				
158	Sink and drain cleaning power gel , Equivalent to Mr Muscle ▪ 500ml		1				
159	Granular drain cleaner , Equivalent to Mr Muscle ▪ 50g		1				
160	Window cleaner liquid spray: ▪ 750ml ▪ Assorted colour		1				
161	Pro mop Window squeegee – plastic ▪ Plastic window squeegee with a 400mm handle. ▪ Soft washing sponge on one end and a rubber blade on the other. ▪ For washing of car windscreens, windows and mirrors		1				
162	Multi-insect sprays odourless: ▪ 300ml ▪ Odourless and scientifically proven to kill flying and crawling insects		1				

163	Kill plug In Mosquito electric device with the refill bottle: ▪ 35ml bottle		1				
164	Mosquito electric device liquid refills: ▪ 35ml bottle		1				
165	Automatic indoor insect control system with a refill: ▪ Set		1				
166	Automatic indoor insect control system refills: ▪ 240ml		1				
167	Moth balls: ▪ 200g packet		1				
168	Surface disinfectant: Ready to use, For all general purposes, Bromonitropane-diol and non-corrosive, must be user friendly to wooden furniture must be effective against broad spectrum of antimicrobials, Must meet the required SANS code, Disinfectant for surfaces – hypochlorite solution 0.05% (regular cleaning) or 0.0.5% (disinfection off spill) Size: 25 Litres bottle		1				
169	Surface disinfectant: Ready to use, For all general purposes,		1				

	Bromonitropane-diol and non-corrosive, must be user friendly to wooden furniture Must be effective against broad spectrum of antimicrobials, must meet the required SANS code, Disinfectant for surfaces – hypochlorite solution 0.05% (regular cleaning) or 0.0.5% (disinfection off spill) Size: 25 litres bottle						
170	Hand sanitizer: - To contain the following minimum ingredients a per WHO minimum requirement: - Athol 80% (v/v) - Glycinol 1.45 (v/v) - Hydrogen peroxide 0.125% (v/v) 25 Litre bottle		1				
171	Hand sanitizer: - To contain the following minimum ingredients a per WHO minimum requirement: - Athol 80% (v/v) - Glycinol 1.45 (v/v) - Hydrogen peroxide 0.125% (v/v) 5 Litre bottle		1				
172	Hand sanitizer gel: - Unscented 70% - Akua, Ethyl, Glycerine, Corbo, Cyclohexane, Ghutra and Triethanolamine - Size: 5 Litre bottle		1				
173	Hand and body lotion: - All skin types - Fragrances: Assorted		1				

	Size: 5 Litre bottle						
174	Hand liquid soap: - All skin types - Fragrances: Assorted - Size: 5 Litre bottle		1				
175	Heavy duty black bags: - Black refuse bags 750 x 950 x 40 micron 100 Per packet		1				
176	Clear refuse bags: 750 x 950 x 40 micron 100 Per packet		1				
177	Red disposable plastic bags: - For bio-hazardous waste, 30x50cm with "Bio-Hazard" print - Autoclavable polypropylene 50- Or 70-micron thickness - Bright red colour - Packet of 50		1				
178	Red disposable plastic bags: - For bio-hazardous waste, ±48x80cm with "Bio-Hazard" print - Autoclavable polypropylene 50 Or 70-micron thickness - Bright red colour - Packet of 50		1				

179	Blue/clear plastic bags: ▪ 900mm x 1200mm ▪ 40mic to be used in shredding machines ▪ Packet of 50		1				
180	Refuse bag, municipal wheelie bin: ▪ 240 Litre heavy duty ▪ 30 microns ▪ Assorted colours. ▪ 1000 per pack		1				
181	Office dust bin bag: ▪ 460 x 660 mm 25micron ▪ 450mm depth		1				
182	Plastic bag for bathroom bin: ▪ 30 x 30 mm, For 3 Litre bin ▪ White with string ▪ Suitable for pedal bins		1				
183	Plastic bag for bathroom bin: ▪ 50 x 50 mm, For 10 Litre bin ▪ White with string ▪ Suitable for pedal bins		1				
184	Disposable sanitary bag: ▪ 15 x 11 cm ▪ 30 Micron ▪ White ▪ Plastic		1				

185	Body wash: ▪ Contains natural floral extracts ▪ For all skin types ▪ Fragrance: Assorted ▪ Size: 400 ml		1				
186	Shower gel: ▪ Contains natural floral extracts ▪ For all skin types ▪ Fragrance: Assorted ▪ Size: 400 ml		1				
187	Body soap: ▪ Anti-gem protection ▪ For all skin types ▪ Fragrance: Assorted ▪ Size: 175g		1				
188	Hand washing powder: ▪ 2 In 1 washing and softener powder ▪ Assorted fragrances ▪ 2kg		1				
189	Hand washing powder: ▪ Original stain removal powder ▪ 2kg		1				
190	Auto washing powder: ▪ 2 In 1 assorted fragrance ▪ Assorted fragrances ▪ 2kg		1				

191	Auto washing powder Original 2kg		1				
192	Auto washing powder. (Equivalent to Skip) ▪ Anti-ageing detergent with fibre care technology ▪ Size: 3kg		1				
193	Liquid detergent: ▪ To be used for delicate fabric ▪ 2 In 1 ▪ 1 Litre		1				
194	Auto Washing liquid detergent, (Equivalent to Skip) ▪ Anti-ageing auto detergent with fibre care technology ▪ Colour: Green ▪ Size: 1.5 Litres		1				
195	Laundry green bar soap: ▪ Mild for hand washing ▪ Size: 500g		1				
196	Powder starch, (Equivalent to Model) Size: 300g packet		1				
197	Starch spray can, (Equivalent to Model) Size: 300ml can		1				

198	Fabric softener: Hypoallergenic fabric conditioner, Assorted fragrances except citrus Size: 2 Litre		1				
199	Stain powder remover for clothing: ▪ For crystal white fabric ▪ Size: 1kg		1				
200	Stain powder remover for clothing: ▪ For colour safe fabric without chlorine bleach ▪ With OXI action ▪ Size: 1kg		1				
201	Stain liquid remover for clothing: ▪ For colour safe fabric without chlorine bleach ▪ Size: 2 Litre		1				
202	Stain liquid remover for clothing: ▪ For crystal white fabric ▪ Size: 2 Litre		1				
203	Spray stain remover for clothing: ▪ For colour safe fabric without chlorine bleach ▪ Size: 500ml		1				

204	Spray stain remover for clothing: - For crystal white fabric - Size: 500ml		1				
205	Laundry bleach: Size: 750ml Laundry bleach specifically designed for fabrics and colour fast clothing		1				
206	Disposable laundry bag: - Plastic - Features a perforated tear-off-tie closure that seals the bag's contents. - Write on stripes - To take 2kg laundry items		1				
207	Surgical disposable hand gloves: - Assorted colours - One size fit all - Nitrile, Powder free - non-sterile - Long cuffs, reaching well above the wrist, ideally to mid-forearm. - WHO Standards - Box of 100		1				
208	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Green, Yellow or Pink - Size: Small 2 per pack		1				

209	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Assorted - Size: Medium 2 per pack		1				
210	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Assorted - Size: Large 2 per pack		1				
212	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Assorted - Size: X-Large 2 per pack		1				
213	Catering gloves: - Clear - Medium - Latex - Pack of 100		1				

214	Catering gloves: ▪ Clear ▪ Large ▪ Latex ▪ Pack of 100		1				
215	Catering gloves: ▪ Clear ▪ X Large ▪ Latex ▪ Pack of 100		1				
216	Heat resistance gloves: ▪ Fabric, 100% polyester ▪ One size fit all ▪ Pack of 2 ▪ Colour: Grey/Navy		1				
217	Heat resistance gloves: ▪ Envelop Silicon ▪ One size fit all ▪ Pack of 2 ▪ Colour: Grey/ Black		1				
218	Mop caps: ▪ Disposable ▪ Clear ▪ Elastic band ▪ One size fit all ▪ Pack of 100 ▪		1				

219	White dust masks aseptic: ▪ White ▪ Disposable respirator ▪ Elastic rubber straps		1				
220	Surgical face masks: 3ply, Aseptic: fluid resistant, moulded, blue, good breathability, internal and external faces should be clearly identified, Ear loops, Adult size, WHO standards, Box of 50 Black/ Blue		1				
221	Disposable plastic waterproof apron: ▪ Assorted colours ▪ Straight apron with bib ▪ other fluid resistant coated material ▪ Waterproof, sewn strap for neck and back fastening ▪ Minimum basis weight: 300g/m² ▪ Size: One size fit all ▪ Pack of 100		1				
Sub Total (excl. VAT)							
Vat @15%							
Grand Total (Incl. VAT)							

Administrative requirements (if not applicable please complete N/A)

- Required by:
- At:
- Brand and model
-
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
- Delivery: *Firm/not firm

** "Applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

PRICE ADJUSTMENTS

A NON-FIRM PRICES SUBJECT TO ESCALATION

IN CASES OF PERIOD CONTRACTS, NON-FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES

IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left(D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

- Pa = The new escalated price to be calculated.
 (1-V) Pt = 85% of the original bid price.
Note that Pt must always be the original bid price and not an escalated price.
 D1, D2. = Each factor of the bid price e.g. labour, transport, clothing, footwear, etc.
 The total of the various factors D1, D2...etc. must add up to 100%.
 R1t, R2t = Index figure obtained from new index (depends on the number of factors used).
 R1o, R2o = Index figure at time of bidding.
 VPt = 15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

3. The following index/indices must be used to calculate your bid price:

Index..... Dated..... Index..... Dated..... Index..... Dated.....
 Index..... Dated..... Index..... Dated..... Index..... Dated.....

4. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	PERCENTAGE OF BID PRICE

B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		

Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

Any enquiries regarding bidding procedures may be directed to the –

Department: The Presidency

Contact Person: SCM: Acquisition Office

Tel: N/A

Fax: N/A

E-mail address: Tenders@presidency.gov.za

Or for technical information –

Contact Person: Norman Tshishonga

E-mail address: norman@presidency.gov.za

Tel: Not Applicable

Fax: Not Applicable

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 interest¹ 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.

¹ 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.

Full Name	Identity Number	Name of institution	State

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this 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 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

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

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
 - (b) Specific Goals.

1.4 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

- 1.5 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.
- 1.6 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. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

- Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest 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:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below. (Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such. 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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women		10		
Youth		3		
People with Disabilities		2		
Black Women		5		

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. 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]

- 4.6. 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:

.....

.....

.....

SPECIFICATION



THE PRESIDENCY REPUBLIC OF SOUTH AFRICA SUPPLY CHAIN MANAGEMENT

APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND DELIVER CLEANING AND HYGIENE CONSUMABLES IN THE PRESIDENCY (PRETORIA, CAPE TOWN AND DURBAN) FOR A PERIOD OF THREE (3) YEARS.

1. THE PURPOSE OF TERMS OF REFERENCES / SPECIFICATION

- 1.1 The purpose of this term of references / specification is to invite bidders to submit bid responses/proposals for the appointment of service provider to supply and deliver cleaning and hygiene consumables in the Presidency (Pretoria, Cape Town and Durban) for a period of three years (3).

2. BACKGROUND

- 2.1 The Presidency wishes to appoint a suitable qualified and competent service provider to submit a proposal for the supply and deliver cleaning and hygiene consumables for a period of three years (3).

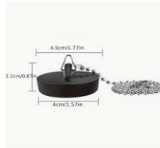
3. SCOPE OF WORK

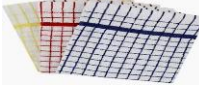
The appointed service provider will be expected to supply and deliver the list of items specified below.

ITEM NO	DESCRIPTION		QUANTITY
1.	Industrial heavy-duty mops: • Mop head material cotton • 400g ▪ Aluminium handle 1.5m x 23mm		1
2.	Standard mop ▪ Mop head material cotton ▪ 200g ▪ Wooden handle 1.5m x 23mm mops:		1
3	Microfiber, dust, shining pad mops (floors) ▪ : Colour: assorted (green, grey and blue) ▪ Single sided ▪ Adjustable handle ▪ Mop head Size: 410 x 140 x 38mm Allowed fixed and 360 – degree rotation.		
4	Replacement pads for microfiber, dust, shining mops (floor): ▪ Colour: assorted (white, grey and blue) ▪ Microfiber single pads ▪ Washable ▪ Detachable ▪ Mop head Size: 60 Cm standard. ▪ 3 in pack		1
5	Microfiber, round, duster set, extendable handle: ▪ Colour: Assorted (grey, blue and green) Extendable handle to 4.8m ▪ Aluminium handle Microfiber, round, duster. ▪ 3 in a pack		1
6	Microfiber, flat, duster set, extendable handle: ▪ Colour: Assorted (grey, blue and green) ▪ Extendable handle to 4.8m ▪ Aluminium handle. ▪ Microfiber, flat duster		1

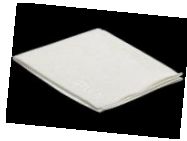
7	Replacement pads for microfiber, flat, duster, extendable handle: Colour: Assorted (grey, blue and green)		1
8	Microfiber fabrication duster (rainbow): - Colour: Assorted (rainbow, grey, blue and green). - Soft, microfiber fabrication. - Plastic handle 40cm by 40 cm 10 a pack		1
9	Double sided microfiber and chenille flat mop: - Colour: assorted (grey, green and blue) - Extendable aluminium handle from 80 – 105 cm. - Size: 42 X 13 cm - Rotation 360 degree.		1
10	Replacement pads for double sided microfiber and chenille flat mop: Colour: assorted (grey, green and blue) Size: 42 X 13 cm		1
11	Floor pads, stripping - To be used on rotary floor scrubbing and polishing machines - Black stripping floor pads - Machine speed 175-600RPM 430mm 8 in a box		1
12	Floor pads, buffing - To be used on rotary floor scrubbing and polishing machines - Red buffer floor pads - Machine speed 175-600RPM 430mm 8 in a box		1
13	Households broom: - Soft broom bristles - Colour: Assorted 305mm wide, reinforced, broom head - Wooden handle, standard		1

14	Industrial broom: ▪ Colour: assorted ▪ Size: 280mm wide, reinforced, broom head ▪ Wooden handle, standard ▪ Synthetic fibre bristles		1
15	Polycorn, plastic fibre bristle, broom: ▪ Colour: Assorted ▪ Wooden handle, standard ▪ Polycorn, plastic, fibre bristles ▪ Size: 190mm long bristles		1
16	Broom with dustpan set: ▪ Colour: assorted (grey and blue) ▪ Aluminium handles ▪ Plastic dust pan ▪ Soft bristle broom with long handle		1
17	Dust pan with brush set: ▪ Colour: assorted (grey/red and blue) ▪ Plastic dustpan ▪ Plastic brush handle Soft bristle brush with short handle		1
18	Toilet brush set: ▪ Marble look ▪ Socket size 272 mm height and 100mm wide		1
19	Toilet brush set: ▪ Colour white ▪ Standard plastic handle ▪ Plastic socket to place brush 10x Set		1
20	Bottle cleaning brush: ▪ Long, twisted, stainless steel wire handle ▪ Bendable ▪ Flexible for narrow neck skinny spaces of water bottles, decanters and glasses ▪ Stiff, nylon bristles		1

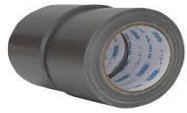
21	Hand scrubbing brush: - Plastic handle - Size: small - Color: blue/ grey. - Flexible, soft bristles. 5.7 cm x 15 cm		1
22	Hand scrubbing brush: - Wood - Size large - Heavy duty all-purpose brush for cleaning carpets 190 mm x 50mm		1
23	Basin/Sink Plugs - Basin plugs, rubber with chain hooks - Color: black and white - Size: small		1
24	Sink plugs: - Sink plugs, rubber with chain hooks - Color: black and white - Size: large 4.5 cm		1
25	Sink waste trap: - Stainless steel - Size: large		1
26	Single bucket mop wringer trolley: - Colour: Blue/yellow/red/grey - Capacity: 36 Litre - Plastic single bucket and wringer - Steel handles and pressing mechanism - To be used with 400g mop head.		1
27	Bucket with spout: 12 Litre - Round with spout for easy pouring - Plastic bucket and handle - Grey or blue - Dimensions: 280cm x 270cm x 270cm - Weight: 320g		1
28	Heavy duty industrial bucket: 10 Litre - Rectangular for cleaning purposes - Plastic bucket with steel handle - Assorted colours (grey, blue, red)		1

29	Bucket with lid: 20 Litre - Plastic bucket with plastic lid to be use - For soaking and washing - Steel handle - Colour: clear, blue and grey.		1
30	Mutton cloth roll: - Colour: Cream - Size: 1kg rolls		1
31	Mutton cloth: - Colour: Cream - Size: 400g rolls		1
32	Microfiber cleaning cloths: Colour: Assorted 70% Polyester and 30% Polyamide, ultra-fine microfiber - Size: 40 x 40 cm - For use in cleaning and dusting 10 Piece set		1
33	Microfiber glass drying cloth: Colour: Plain White - Microfiber - For use when drying glasses and glassware and cleaning LCD. 39 x 58.5cm 10 in a pack		1
34	Shammy Cloth (towel): Colour: Assorted Washable Size: 90x60 cm		1
35	Kitchen Heavy swabs terry cloth: - Colour and design: Assorted - Size: 45cm x 70cm 100% cotton - Pack of 10		1
36	Kitchen swabs terry cloth: - Colour and design: Assorted - Size: 35cm x 35cm 100% cotton - Pack of 10		1
37	Kitchen drying cloth/towel terry cloth: - Colour and design: Assorted - Size: 30cm x 30cm - Pack of 10		1

38	▪ Tea towel cloths: Colour: Assorted ▪ Size: 45cm x 70cm ▪ 100% cotton, waffle weave design ▪ 10-piece set		1
39	Disposable kitchen cloth/wipe rolls: Material: Viscose and Polyester. ▪ Colour: Assorted ▪ Size: 50 x 30 cm roll ▪ 50 sheets per roll ▪ Disposable, kitchen cloth/wipe ▪ Domestic, cleaning cloth		1
40	Fabric Wipes (disposable cloth): For the cleaning of surfaces ▪ Made from Airflex layered fabric ▪ Thick, highly absorbent ▪ 80 Cloths per pack ▪ Assorted ▪ Cloth size: 250x400mm		1
41	▪ Toilet paper, double ply, equivalent to Baby Soft ▪ Colour: Plain white ▪ Two ply 18 roll ▪ Number of sheets per Roll: 350 ▪ Soft wave texture		1
42	Toilet paper, double ply, ply,equivalent to Baby Soft ▪ Colour: Plain white ▪ Two ply 48 roll ▪ Number of sheets per Roll: 350 ▪ Soft wave texture		1
43	Toilet paper, Tripple ply: Colour: Plain white ▪ Three ply 9 roll ▪ 100mm x 110mm ▪ Number of sheets per Roll: 200 ▪ Micro embossed for a thicker finish ▪ Luxury silky finish		1
44	Toilet paper, single ply ▪ Colour: Plain white ▪ Single ply 18 roll ▪ Per 18 rolls per pack ▪ Number of sheets per Roll: 500		1
45	Toilet paper, single ply ▪ Colour: Plain white ▪ Single ply 48 roll ▪ Per 18 rolls per pack ▪ Number of sheets per Roll: 500		1

46	Paper Napkin 2Ply ▪ Plain white napkin ▪ Size 40cmx40cm ▪ 2000 per pack		1
47	Paper napkins, three ply: ▪ Plain white ▪ Size 40cm X 40 cm ▪ 25 per pack		1
48	Paper serviettes, two ply: ▪ Colour White ▪ Size: 33cm x 33 cm, ▪ 1000 per pack		1
49	Cocktail paper serviettes, 2ply: ▪ Colour White ▪ Size: 300mm x 300mm ▪ 200's per pack ▪		1
50	Round Paper/vinyl doilies for saucers: ▪ Colour white ▪ Lace pattern Standard ▪ 50 per pack ▪ Size 10cm		1
51	▪ Paper/vinyl doilies for side plates: ▪ Colour white ▪ Lace pattern standard ▪ 50 per pack ▪ 16 cm ▪		1
52	Paper doilies for dinner plates: ▪ Colour white ▪ Lace pattern standard ▪ 50 per pack ▪ 30 cm		1
53	Paper lace, tray doilies (mat): ▪ Colour white ▪ Rectangular(42X27cm) and Round (30 - 37cm diameter) ▪ Lace pattern Standard.		1
54	Paper lace, tray doilies (mat): ▪ Colour cream. ▪ Rectangular (42X27cm) and Round (30 - 37cm diameter) ▪ Lace pattern Standard.		1

55	Paper lace, tray doilies (mat): ▪ Colour cream. ▪ Round (42X27cm) and Round (30 - 37cm diameter) ▪ Lace pattern Standard.		1
56	Paper lace, tray doilies (mat): ▪ Colour white. ▪ Round (42X27cm) and Round (30 - 37cm diameter) ▪ Lace pattern Standard.		1
57	Roller kitchen towel two ply: ▪ Classic white ▪ Equivalent to Twin saver. ▪ 50 Sheets per roll ▪ 12 Packs of 2 rolls per case ▪ Sheet size: 260mm x 220mm		1
58	Two ply, laminated, folded, hand towel: ▪ Plain white ▪ Paper size: 200mm X 100mm ▪ Equivalent to Twin saver. ▪ Box of 1800 sheets		1
59	Jumbo Roller kitchen towel: ▪ Classic white ▪ Equivalent to Twin saver. ▪ Multi-purpose wiping ▪ 1 Roll per pack ▪ Roll size: 210mm X 1500m		1
60	Wax oven paper, per roll: ▪ Colour white ▪ Size dimension: 15m x 30cm. ▪ Nonstick grease		1
61	Drawer/Shelf paper liners: ▪ Colour assorted ▪ Size: 30cm x 500cm (length)		1

62	7.1 Double sided duct carpet tape: - Double sided 50mm width X 30m length - Colour white - Use in carpet fixing		1
63	Masking tape: Size 24mm x 44m		1
64	Multi-function duct tape: Size 48mm x 20m		1
65	Bubble wrap roll: Size 1250mm x 100m		1
66	Packaging rope/string: - Colour brown and white - Size 2mm x 50m		1
67	Boxes: - Cardboard - Colour Brown 450 Length x 450 Width x 500 height - Double wall		1
68	Brown wrapping paper rolls: - Colour brown 80 GSM -75m x 122cm roll		1
69	Tissue wrapping paper rolls: - Colour white 80 GSM -75m x 122cm		1

70	Bottles with lid: - Plastic 500ml - Clear		1
71	Bottles with lid: - Plastic 1L - Clear - Bottle with lid		1
72	Spray bottles with nozzle: - Plastic 100ml - Clear with Nozzle		1
73	Spray bottles with nozzle: - Plastic 500ml - Clear - Nozzle		1
74	Spray bottles with spray nozzle: - Plastic 1L - Clear - Nozzle		1
75	Toilet freshener spray: - Pack size: 345ml - Liquid Spray - Fragrance: Lavender, lemon, ocean, breeze, vanilla, jasmine etc. - Plastic bottles		1
76	Clear plastic spray bottles with mist spray cap: - Plastic - Size: 250 ml - Shape: square - Colour: clear		1
77	Clear plastic spray bottles with pump cap: - Plastic - Size: 250 ml - Shape: Square - Colour: Clear		1
78	Plastic pump lid: - Plastic - Size: for 250 ml bottle		1

	▪ Shape: Pump lid ▪ Colour: Black		
79	Stainless steel pump lid: ▪ Stainless steel ▪ Size: for 250 ml bottle ▪ Shape: Pump lid ▪ Colour: Silver		1
80	Stainless Steel Soap Dispensers • Material: stainless steel • Processing technology: polishing / plastic spraying / plating • Usage: hand press • Installation: punch/no punch • Extended press handle, easy to squeeze, 360-degree flexible rotation, easy to add liquid, smooth liquid discharge • Single bottle capacity: about 200ml		1
81	Air freshener dispenser with automatic spray button set with refills: ▪ Pack size 300ml ▪ Product: Aerosols Air scent enhancer ▪ Fragrance selection: lavender field, soft cotton, spring delight, fresh linen, jasmine plus amber, lavender plus vanilla, spring fresh, vanilla passion fruit, wild apple plus spice ▪ Set of 1 X Machine and Refill can		1
82	Air freshener refill cans: ▪ Size: 300ml ▪ Product: Aerosols Air scent enhancer ▪ Fragrance selection: Assorted. ▪ Refill can		1
83	Air fresheners spray disposable cans: • Size: 180 ml • Product: Aerosols Air scent enhancer • Fragrance selection: Assorted • Disposable can		1
84	Toilet fresheners spray: ▪ Assorted Fragrances ▪ 100ml ▪ Glass bottles		1

85	Oil reeds diffuser with rattan sticks: ▪ 200ml ▪ Packaging: Potted in clear glass with natural cork stopper. ▪ Reeds wrapped in recyclable plastic sleeves ▪ Assorted fragrances.		1
86	Oil reeds diffuser with rattan sticks: ▪ 165ml ▪ Packaging: Potted in clear glass with silver / gold cork stopper. ▪ Rattan reeds wrapped in recyclable plastic sleeves ▪ Assorted fragrances.		1
89	Diffuser fragrance refill bottles: ▪ 100ml / 200ml ▪ Packaging: Refill bottles ▪ Assorted fragrances.		1
90	Electric air diffuser: ▪ Assorted fragrances ▪ Electric diffuser refill 19ml		1
91	Fragranced sachet: ▪ Fragranced sachet for use in cupboards and drawers ▪ Assorted fragrances ▪ Size: One size ▪ Pack of 8		1
92	Lint remover clothing roller set: ▪ Plastic handle ▪ Equivalent to ADDIS ▪ With super stick roller ▪ Set of roller and refill		1
93	Lint removal clothing roller refill "Equivalent to ADDIS" ▪ super stick refills		1

94	Battery operated fuzz lint remover , Equivalent to Bobble Off - For blankets, carpets, sweaters, dresses, cushions, carpets. - Large shaver		1
95	Two in one clothing brush: - Wood handle - Soft and hard bristles - Size: 25cm		1
96	Electronic fuzz lint remover , equivalent to Bobble Off - For blankets, carpets, sweaters, dresses, cushions, carpets. - Large shaver		1
97	Toilet cleaning gel: - Original and assorted fragrance - Size: 750ml - Container: Plastic bottle - Active cleaning gel equivalent to Harpic		1
98	Multipurpose stain removal thick bleach cleaner, Equivalent to Domestos - To kill germs and cleaning surfaces - Size: 750ml - Container: Plastic bottle - Assorted fragrance		1
99	Household thick bleach; Equivalent JIK 750ml Container: Plastic bottle Assorted fragrance		1
100	Household bleach , equivalent to JIK 5 Litre - Container: Plastic bottle - Assorted fragrance		1
101	Multipurpose cream cleaner: - Multipurpose cleaning cream - Assorted flavours: Lemon, Lavender, and original. 750ml - Container: Plastic Bottle.		1

102	Multipurpose cream cleaner: - Multipurpose cleaning cream - Assorted flavours: Lemon, Lavender, and original. - Size: 5L - Container: Plastic Bottle.		1
103	Deo/ Urinal blocks cleaner - Scented Urinal Deodorant blocks 5kg Bulk Pack Cube size: Approx. 3cm x 3cm x 1.5cm - Long-lasting freshness: Each cube delivers a continuous, pleasant fragrance. - Hygienic benefits: Helps reduce limescale and uric acid buildup.		1
104	Toilet blocks cleaner: - Original toilet blocks 3 in 1 rim block 40g - Scented gel strip leaves fresh scent		1
105	Urinal Deodoriser Mats - Size: 10.5 x 10.5 x 2 - Refill Type: Individual - Enzyme Based blocks - Aesthetic Design - Anti-splash - Scent Option		1
106	Bathroom Cleaner for General Purpose and Deep Cleaning “equivalent to prosan xp” Size: 5 Liter Appearance: Liquid Colour: Dark red Odour: Characteristic		
107	Carpet freshener powder: - Assorted fragrances - Size: 600g - Container: Bottle - Type: Powder		1
108	Carpet, dry cleaning, powder: - Assorted fragrances - Size: 7kg - Container: Bucket - Type: Powder		1
109	Carpet and upholstery shampoo, low foam powder - To be used in carpet washing machine: - Container: Bucket - Size: 20l		1
110	Carpet and upholstery shampoo, liquid:		1

	- Size: 5 litre - Assorted fragrance - Safe on all fabric - Carpet freshener - Has anti-bacterial properties and is proven to eradicate dust mites.		
111	Carpet and upholstery stain spray remover: - Size: 500ml - Carpet and multi fabric stain remover - Assorted fragrance		1
112	All-purpose tile cleaner - Assorted fragrances - Size: 750ml - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones.		1
113	All-purpose floor and tile cleaner - Assorted fragrances - Size: 5 litre - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones.		1
114	All-purpose floor and tile polish - Assorted fragrances - Size: 5 litre - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones. - Non slip		1
115	All-purpose floor and tile polish - Assorted fragrances - Size: 750 ml bottle - Safe to be used on ceramic, porcelain, vinyl, laminated and sealed natural stones. - Non slip		1
116	Dishwashing liquid , Equivalent to Sunlight liquid 100% Lemon - Size: 750 ml bottle		1

117	Dishwashing liquid , Equivalent to Sunlight liquid 100% Lemon - Size: 5 litre bottle		1
118	Dish washing machine tablets: - All in 1 - Max powerful clean every time. 100 tablets		1
119	Dish washer rinsing liquid: - Rinsing aid lemon regular - Size: 400ml bottle - Spot & Streak-Free Shine - Prevent Residue & Film		1
120	Dishwasher salt granules: - Size: 5kg - For machine care and lime protection		1
121	Oven cleaner spray: - Size: 275ml - Heavy duty oven cleaner - Assorted flavours		1
122	Microwave and braai cleaner spray: - Size: 275ml - Heavy duty for microwave and braai - Assorted flavours		1
123	Combi Oven care tabs: - Rinsing detergent tablets 100 tablets in a bucket - Suitable for all Rational professional oven		1
124	Combi Oven Descaler tabs: - Descaler blue square tablets 100 tablets in a bucket - Suitable for all Rational professional oven		1
125	Kettle and Iron cleaning powder: - Size: 120g - Descaling powder - Box of 10		1

126	Kitchen degrease liquid: - Size: 5 Litre bottle - Dissolves oil and fat in cold water - Professional		1
127	Dish washing machine liquid soap HI Wash: - Size: 25 Litre bottle - Colour : Red - Dish machine detergent - Suitable for the Hychem machine		1
128	Dish washing machine liquid Soap: - Size: 25 Litre bottle - Colour: Green - Suitable for the Hychem machine		1
129	Machine dishwashing machine liquid soap: - Size: 5 Litre bottle - Colour: Green - General Purpose Detergent		1
130	Dish washing machine rinsing liquid hydry: - Size: 25 Litre bottle - Colour: Blue - Dish machine rinse aid - Suitable for the Hychem machine		1
131	Disinfectant sachets: - Disinfectant powder sachets - Size: 30g - Box of 100 sachets - Equivalent to Biocide		1
132	Heavy-duty sponge with green scourer: - Sponge with green scourer - Size: Large - Dimension: 110mm x80 mm - Pack of 4		1

133	Heavy-duty pot scourer steel: - Wire scourer - Colour: Stainless steel 5 Per pack		1
134	Multipurpose pot scourer gold: - Wire scourer - Colour: Gold 2 Per pack		1
135	Steel wool rolls: - Colour: Stainless steel wool - Size: 100g 12 individual rolls per pack		1
136	Furniture polish spray tin : - Size:400ml. - Assorted fragrances 6 per pack - Suitable for all surfaces		1
137	Wooden oil furniture polish: - Teak oil furniture polish for wood - Assorted wood oil 500ml bottle		1
138	Wooden oil furniture polish: - Teak oil furniture polish for wood - Assorted wood oil 5 litre		1
139	Polish and woodwork reviver: - Clear and red 500ml		1
140	16.5. Furniture mellow wax tin: - Antique furniture restoration and French polish 400ml		1

141	Leather furniture cleaner: - Neutral and conditioner liquid - Leather Shield Leather + PU Cleaner is a natural, water-based product. 5 Litre		1
142	Metal and silverware liquid polish; Equivalent to Hagerty - Silver liquid polish - the easy and effective way to clean, restore and polish. - Suitable for use on silver, gold, aluminium, chrome, electroplate - Size: 250ml		1
143	Silver cleaner and polish cream, Equivalent to Wright - Polish cream - Size: 125g		1
144	Silver dip liquid foam bath, Equivalent to Hagerty - Dip silver liquid foam bath - Size: 580ml		1
145	Silver and multimetal foam Equivalent to Hagerty - Silver foam - Size: 185ml		1
146	Original metal liquid polish can: - Effective metal cleaner, removes tarnish and stains - Size: 200 ml - Equivalent to Brasso		1
147	Silver Polish can - Effective metal cleaner, removes tarnish and stains - Size: 200 ml - restore and polish: Silver, Gold and Aluminium, Chrome, Electroplate and Mirrors, to an instant, sparkling shine.		1
148	Metal polish, Equivalent to Brilliant - Copper, bronze, chrome, aluminium, brass, platinum, silver, gold, nickel, fibre glass - Size: 414ml		1
149	Galvanized Iron cleaner equivalent to duram NS2 Size: 5 L Description: Cleans old or new galvanized iron Etches surface for maximum adhesion - Effective cleaner and degreaser – remove - surface oxidation (white rust), oils, grease, dirt - and impurities. - Removes temporary protective coating on		1

	• new galvanized iron to allow paint adhesion. • New or weathered galvanized iron, mild steel, aluminium and chromadek. • Interior and exterior use.		
150	Self-shine polish: ▪ Polymer high gloss slip resistant ▪ Size: 5 Litre		1
151	Wooden, liquid wax polish: ▪ Interior penetrating wax ▪ 5 Litre		1
152	Wooden, liquid wax, interior, polish: ▪ 1 Litre		1
153	Wooden, liquid wax, exterior, polish: ▪ 1L		1
154	Floor seal polymer: ▪ smooth concrete and elite surfaces to provide a lasting for all types floors ▪ Non-slip ▪ 5 Litre		1
155	Floor stripper: ▪ To be used on all types of floors and no ammonia ▪ Size: 5 Litre bottle		1
156	Multi-purpose cleaner, pine gel: ▪ To clean and deodorise ▪ Fresh pine ▪ 5 Litre		1
157	All-purpose cleaner gel, Equivalent to Triple Orange ▪ 5kg bucket		1
158	Liquid drain cleaner, Equivalent to Jeyes Fluid ▪ 500ml		1
159	Sink and drain cleaning power gel, Equivalent to Mr Muscle ▪ 500ml		1
160	Granular drain cleaner, Equivalent to Mr Muscle		1

	▪ 50g		
161	Window cleaner liquid spray: ▪ 750ml ▪ Assorted colour		1
162	Promop Window squeegee – plastic ▪ Plastic window squeegee with a 400mm handle. ▪ Soft washing sponge on one end and a rubber blade on the other. ▪ For washing of car windscreens, windows and mirrors		1
163	Multi-insect sprays odourless: ▪ 300ml ▪ Odourless and scientifically proven to kill flying and crawling insects		1
164	Kill plug In Mosquito electric device with the refill bottle: ▪ 35ml bottle		1
165	Mosquito electric device liquid refills: ▪ 35ml bottle		1
166	Automatic indoor insect control system with a refill: ▪ Set		1
167	Automatic indoor insect control system refills: ▪ 240ml		1
168	Moth balls: ▪ 200g packet		1
169	Surface disinfectant: ▪ Ready to use ▪ For all general purposes, Bromonitropane-diol and non-corrosive, must be user friendly to wooden furniture ▪ Must be effective against broad spectrum of antimicrobials ▪ Must meet the required SANS code ▪ Disinfectant for surfaces – hypochlorite solution 0.05% (regular cleaning) or 0.0.5% (disinfection off spill) ▪ Size: 25 Litres bottle		1

	▪		
170	Surface disinfectant: ▪ Ready to use ▪ For all general purposes, Bromonitropane-diol and non-corrosive, must be user friendly to wooden furniture ▪ Must be effective against broad spectrum of antimicrobials ▪ Must meet the required SANS code ▪ Disinfectant for surfaces – hypochlorite solution 0.05% (regular cleaning) or 0.0.5% (disinfection off spill) ▪ Size: 25 litres bottle		1
171	Hand sanitizer: ▪ To contain the following minimum ingredients a per WHO minimum requirement: ▪ Ethol 80% (v/v) ▪ Glycenol 1.45 (v/v) ▪ Hydrogen peroxide 0.125% (v/v) ▪ 25 Litre bottle		1
172	Hand sanitizer: ▪ To contain the following minimum ingredients a per WHO minimum requirement: ▪ Ethol 80% (v/v) ▪ Glycenol 1.45 (v/v) ▪ Hydrogen peroxide 0.125% (v/v) ▪ 5 Litre bottle		1
173	Hand sanitizer gel: ▪ Unscented 70% ▪ Akua, Elhyl, Glycerine, Corbor, Cyclohexane, Glutra and Triethanolamina ▪ Size: 5 Litre bottle		1
174	Hand and body lotion: ▪ All skin types ▪ Fragrances: Assorted ▪ Size: 5 Litre bottle		1
174	Hand liquid soap: ▪ All skin types ▪ Fragrances: Assorted ▪ Size: 5 Litre bottle		1

176	Heavy duty black bags: ▪ Black refuse bags ▪ 750 x 950 x 40 micron ▪ 100 Per packet		1
177	Clear refuse bags: ▪ 750 x 950 x 40 micron ▪ 100 Per packet		1
178	Red disposable plastic bags: ▪ For bio-hazardous waste, ▪ 30x50cm with "Bio-Hazard" print ▪ Autoclavable polypropylene ▪ 50- Or 70-micron thickness ▪ Bright red colour ▪ Packet of 50		1
179	Red disposable plastic bags: ▪ For bio-hazardous waste, ▪ ±48x80cm with "Bio-Hazard" print ▪ Autoclavable polypropylene ▪ 50 Or 70-micron thickness ▪ Bright red colour ▪ Packet of 50		1
180	Blue/clear plastic bags: ▪ 900mm x 1200mm ▪ 40mic to be used in shredding machines ▪ Packet of 50		1
181	Refuse bag, municipal wheelie bin: ▪ 240 Litre heavy duty ▪ 30 micron ▪ Assorted colours. ▪ 1000 per pack		1
182	Office dust bin bag: ▪ 460 x 660 mm 25micron ▪ 450mm depth		1
183	Plastic bag for bathroom bin: ▪ 30 x 30 mm, For 3 Litre bin ▪ White with string ▪ Suitable for pedal bins		1

184	Plastic bag for bathroom bin: 50 x 50 mm, For 10 Litre bin - White with string - Suitable for pedal bins		1
185	Disposable sanitary bag: 15 x 11 cm 30 Micron - White - Plastic		1
186	Body wash: Contains natural floral extracts For all skin types Fragrance: Assorted Size: 400 ml		1
187	Shower gel: - Contains natural floral extracts - For all skin types - Fragrance: Assorted - Size: 400 ml		1
188	Body soap: - Anti-gem protection - For all skin types - Fragrance: Assorted - Size: 175g		1
189	Hand washing powder: 2 In 1 washing and softener powder - Assorted fragrances 2kg		1
190	Hand washing powder: - Original stain removal powder 2kg		1
191	Auto washing powder: 2 In 1 assorted fragrance - Assorted fragrances 2kg		1
192	Auto washing powder: - Original 2kg		1
193	Auto washing powder; Equivalent to Skip - Anti-ageing detergent with fibre care technology - Size: 3kg		1

194	Liquid detergent: - To be used for delicate fabric 2 In 1 1 Litre		1
195	Auto Washing liquid detergent , Equivalent to Skip - Anti-ageing auto detergent with fibre care technology - Colour: Green - Size: 1.5 Litres		1
196	Laundry green bar soap: - Mild for hand washing - Size: 500g		1
197	Powder starch, Equivalent to Model - Size: 300g packet		1
198	Starch spray can, Equivalent to Model - Size: 300ml can		1
199	Fabric softener: - Hypoallergenic fabric conditioner. - Assorted fragrances except citrus - Size: 2 Litre		1
200	Stain powder remover for clothing: - For crystal white fabric - Size: 1kg		1
201	Stain powder remover for clothing: - For colour safe fabric without chlorine bleach - With OXI action - Size: 1kg		1
202	Stain liquid remover for clothing: - For colour safe fabric without chlorine bleach - Size: 2 Litre		1
203	Stain liquid remover for clothing: - For crystal white fabric - Size: 2 Litre		1
204	Spray stain remover for clothing: - For colour safe fabric without chlorine bleach - Size: 500ml		1
205	Spray stain remover for clothing: For crystal white fabric		1

	Size: 500ml		
206	Laundry bleach: - Size: 750ml - Laundry bleach specifically designed for fabrics and colour fast clothing .		1
207	Disposable laundry bag: - Plastic - Features a perforated tear-off-tie closure that seals the bag's contents. - Write on stripes - To take 2kg laundry items		1
208	Surgical disposable hand gloves: - Assorted colours - One size fits all - Nitrile, Powder free - non-sterile - Long cuffs, reaching well above the wrist, ideally to mid-forearm. - WHO Standards - Box of 100		1
209	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Green, Yellow or Pink - Size: Small 2 per pack		1
210	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Assorted - Size: Medium 2 per pack		1
211	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Assorted - Size: Large 2 per pack		1
212	Heavy duty Household Reusable rubber gloves: - Household gloves that designed to be comfortable and protects hands from hot water and cleaning chemical. - Colour: Assorted - Size: X-Large		1

	▪ 2 per pack		
213	Catering gloves: ▪ Clear ▪ Medium ▪ Latex ▪ Pack of 100		1
214	Catering gloves: ▪ Clear ▪ Large ▪ Latex ▪ Pack of 100		1
215	Catering gloves: ▪ Clear ▪ X Large ▪ Latex ▪ Pack of 100		1
216	Heat resistance gloves: ▪ Fabric, 100% polyester ▪ One size fits all ▪ Pack of 2 ▪ Colour: Grey/Navy		1
217	Heat resistance gloves: ▪ Envelop Silicon ▪ One size fits all ▪ Pack of 2 ▪ Colour: Grey/ Black		1
218	Mop caps: ▪ Disposable ▪ Clear ▪ Elastic band ▪ One size fits all ▪ Pack of 100		1
219	White dust masks aseptic: ▪ White ▪ Disposable respirator ▪ Elastic rubber straps		1
220	Surgical face masks: ▪ 3ply ▪ Aseptic: fluid resistant, moulded, blue, good breathability, internal and external faces should be		1

	clearly identified ▪ Ear loops ▪ Adult size ▪ WHO standards ▪ Box of 50 ▪ Black/ Blue		
221	Disposable plastic waterproof apron: ▪ Assorted colours ▪ Straight apron with bib ▪ other fluid resistant coated material ▪ Waterproof, sewn strap for neck and back fastening ▪ Minimum basis weight: 300g/m² ▪ Size: One size fit all ▪ Pack of 100		1

4. REQUIREMENT FOR THE PROJECT

- 4.1 Company experience in supply and delivery of cleaning materials and hygiene consumable in corporate and hospitality environment. The Bidder must have at least a minimum of three years' experience. Bidder must attach The Presidency returnable project reference form (**Annexure A**) signed with contact person and contact number of client/s for whom services has been rendered.
- 4.2 The Project Manager must demonstrate a minimum of three years' experience, knowledge and skills in corporate and hospitality environment (CV must be attached)
- 4.3 Project completed with the minimum value of R500 000. Bidder must attach The Presidency returnable project reference form (**Annexure A**) signed with contact person and contact number of client/s for whom services have been rendered
- 4.4 The bidder must demonstrate the footprint in Gauteng, Cape Town and Durban to be able to deliver as and when required.

5. SPECIAL CONDITIONS AND REQUIREMENTS OF THE BID PROCESSES

- 5.1 Bidders are requested to submit means of verification for specific goals (women, youth, black women and the person with disabilities, e.g. ID documents and verification from the CSD), failing which the points for specific goals claimed will be forfeited.
- 5.2 The Presidency reserves the right to conduct site inspections at the supplier's facilities prior to the conclusion or awarding of contracts to the shortlisted bidders where necessary.
- 5.3 Completed bid documents must be deposited in the bid/tender box, as indicated in par 18 below. Telegraphic, telefax, emails or late tenders/bids will not be accepted and will be disqualified.
- 5.4 The pricing schedule must be attached as per SBD3.2 provided, marked PRICING SCHEDULE within the bid document envelope.
- 5.5 Bidders shall ONLY use a black pen for completion of Standard Bidding Documents (SBD) forms. Failure to do so may result in the submitted bid/proposal being disqualified.
- 5.6 All corrections made in the bid document must be initialled or signed off by the bidder to obviate unnecessary delays resulting from the need to require the bidder to give written confirmation before finalisation of evaluation.
- 5.7 Bidders shall submit:
 - I. **Original bid documents (mandatory),**
 - II. **a hard copy of the original documents, and,**
 - III. one soft copy (digital / electronic) in a PDF format, in a suitable electronic

medium, e.g. flash drive or portable hard drive.

Failure to submit the original bid document(mandatory) will result in the bid/proposal being disqualified.

6. SECURITY REQUIREMENTS

- 6.1 The Presidency will subject the successful bidder including their staff assigned to the project to security clearance. If security clearance outcome is negative, the successful bidder(s) will be disqualified.

7. DURATION OF CONTRACT

- 7.1 The duration of the contract will be three (3) years

8. MONITORING AND EVALUATION OF THE PROJECT

- 8.1 All work is to be carried out in accordance with the time schedule as agreed with the service providers, in this case the delivery date as per the Purchase Order. The turnaround time for the service provider to deliver should be 7 working days.
- 8.2 The supplier's project manager is expected to oversee and take full responsibility for managing and for ensuring delivery of the project.
- 8.3 The project manager is expected to set up a team that would take ownership for order processing, customer communication, attend to customer complaints, compile reports and give recommendations where necessary.
- 8.3 The project manager to ensure product delivery to the department is according to the schedule with specified dates of delivery. Any deviations should be communicated to the project manager in The Presidency in advance.
- 8.4 Monthly Meetings will be held with the appointed bidder to monitor performance

9. LEGISLATION APPLICABLE TO THE BID

Bids will be subject to the Supply Chain Management conditions as follows:

- i) The Preferential Procurement Policy Framework Act, Act No. 05 of 2000
- ii) Preferential Procurement Regulations, 2022
- iii) Public Finance Management Act
- iv) The Presidency Supply Chain Management Policy
- v) Occupational Health and Safety Act, Act no 85 of 1993
- vi) National Health Act , No. 61 of 2003
- vii) Foodstuffs, Cosmetics and disinfectants Act, Act No. 54 of 1972

10. National standards

The products offered must comply with all standards as amended that are applicable to the supply and delivery of cleaning materials and hygiene consumable contract. In this regard, special reference is made to the following standards.

- SANS 1044:2012: Industrial Laundry Detergents
- SABS 296:1993: Sodium Hypochlorite Solutions
- SABS 1828: 2000: Cleaning Chemicals for use in the Food Industry
- SANS 9001:2008: Quality management systems
- SANS 10228: The identification and classification of dangerous goods for transport

- SANS 10229-1: Transport of dangerous goods – Packaging for road and rail transport
- SANS 11014-1/ISO 11014-1 (SABS ISO 11014-1), Safety data sheet for chemical products.
- 5779:2008: Fluorescent whitening agent content of laundry detergents
- SANS 6081- Cleaning efficiency of low-foam laundry detergents
- SANS 6082 – Cleaning efficiency of high foam laundry detergents
- SANS 5806 - Foam height of laundry detergents.

11. SPECIAL CONDITIONS OF CONTRACT

- 11.1 A service level agreement/contract shall be signed with the awarded bidder.
- 11.2 The contract will commence on the date of the signing of the contract between the bidder and the department.
- 11.3 Should the bidder be found negligent or not perform in accordance with the set contractual stipulations and obligations, the Presidency reserves the right to terminate the contract.
- 11.4 In all instances, payment for the services rendered will be made within 30 days after a formal invoice has been received; except in rare and unanticipated/unforeseen circumstances as might happen from time to time.
- 11.5 The products delivered shall meet basic hygienic packaging requirements, which consider the absence of damage or deterioration due to transportation. Detergent production and disposal process should comply with the environmental regulations.
The detergents must be biodegradable and have the lowest environment hazard. All packaging material shall be environmentally friendly and recyclable.
- 11.6 Material Safety Data Sheet and their recommended dosage levels should be made available for all the detergents.
- 11.7 The product delivered must have 12 months shelf life from the date of delivery. If not, the goods will be returned to the supplier.
- 11.8 All products must be SABS approved if not the goods will be returned to the supplier.
- 11.9 The products delivered shall meet basic hygienic packaging requirements, which consider the absence of damage or deterioration due to transportation.
- 11.10 Detergent production and disposal process should comply with the environmental delivery of the project.
- 11.11 Material Safety Data Sheet and their recommended dosage levels should be made available for all detergents
- 11.12 All products shall be delivered in a clean and acceptable delivery and adhered to each specific chemical's material safety data sheet instructions.
- 11.13 Product packages shall contain other valuable information such as:
 - Product name
 - Product type
 - Direction for use
 - What fabrics /surfaces to use it on.
 - Net weight or volume
 - Caution statement and emergency treatment information

12. EVALUATION PROCESS

A three (3)-phase approach will be followed during the evaluation process. All proposals received will be evaluated in accordance with the **80/20-point** system as prescribed in the Preferential Procurement Regulation, 2022

12.1 FIRST PHASE: MANDATORY AND ADMINISTRATIVE COMPLIANCE

Bidders who have not complied with the mandatory submission of the documents shall be disqualified at this phase of the evaluation and will not be considered in the next phase.

Note that all the required documentation must be signed by a duly authorised representative, where a signature is required.

12.1.1 MANDATORY REQUIREMENTS

- a) Completed and signed Invitation to bid document (SBD 1)
- b) Completed and signed Price Schedule (VAT and all other applicable costs inclusive): SBD 3.2: non-firm price for purchase (excluding administrative section on branding).
- c) Attendance of compulsory briefing session (if applicable). The department will confirm attendance by means of attendance register or issued certificate.

Only bidders who have met mandatory requirements will be considered for the next phase.

12.1.2 ADMINISTRATIVE COMPLIANCE

- a) Completed and signed Bidders' disclosure form (SBD 4)
- b) Completed and Signed Preference points claim form (SBD 6.1)
- c) ID copies of employees to be assigned to this project. Assigned employees may be subjected to a security screening, where applicable as per specification.
- d) ID copies of owner(s) Owners may be subjected to a security screening, where applicable as per specification.
- e) Copy of Bidder's company registration document with the CIPC.
- f) Tax compliant status or SARS Tax pin of the Bidder.
- g) Copy of CSD or CSD registration number
- h) Any other administrative documents
- i) Joint Ventures and consortium

In the case where bidders are bidding as Joint Ventures and/or consortium, the following must be complied:

- Submit a Joint Ventures and/or consortium agreements signed for teaming parties by persons who are duly authorised to do so. The agreement should state the details of the persons who are authorised to sign the documents on behalf of the teaming parties. The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or consortium party. The agreement must also clearly identify the Lead Partner, with the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.)
- Submit SARS issued pin code, which will be verified for both companies.
- Submit a consolidated Central Supplier Database Registration (CSD).
- For technical evaluation, members from those teamed companies will be assessed based on the requirements indicated in the project as a single company for incorporated Joint Venture and/or consortium and individually party for unincorporated Joint Venture and consortium.

NB: The bidders who have not met the administrative compliance will be required to correct any omissions or error and/ or submit any outstanding information on documents within the reasonable stipulated period. failure to comply will result in disqualification.

12.2 SECOND PHASE: FUNCTIONAL/TECHNICAL EVALUATION

Only proposals that have met the criteria for mandatory compliance will qualify for this phase. During Second phase, the ability of the bidder to execute the project will be evaluated.

Desktop Evaluation

The following categories will be evaluated

- Experience and References
- Project Manager experience
- Projects Completed
- Footprint demonstration

Criteria	Sub -Criteria	Points
1. Company experience in supplying and delivery of cleaning materials and hygiene consumables in corporate and hospitality environment Bidder must attach The Presidency returnable project reference form (Annexure A) signed, dated, with contact person and contact number of client/s for whom similar services has been rendered.	0 to less than 3 years' experience = 0 points 3 to less than 4 years' experience = 20 points 4 to less than 5 years' experience = 25 points 5 or more years' experience = 30 points	30
2. Project manager's experience The Project Manager must demonstrate experience, knowledge and skills in corporate and hospitality environment (CV must be attached)	0 to less than 3 years' experience = 0 points 3 to less than 4 years' experience = 15 points 4 to less than 5 years' experience = 20 points 5 or more years' experience = 25 Points	25
3. Project Completed with the minimum value of R500 000 Bidder must attach The Presidency's returnable project reference form (Annexure A), the form must be signed and dated for each completed project. The form must include project completed.	0 Project completed = 0 Points 1 - 2 Project completed = 15 Points 3 or more Project Completed = 25 Points	25
4. Demonstrate the Footprint in Gauteng, Durban and Cape Town The bidder must demonstrate a footprint in Gauteng Province, Durban and Cape Town, to provide assurance that the bidder will be able to deliver cleaning material as and when it required from the identified areas. The Bidder must submit proof of the footprint from the past project completed (Annexure A)	No demonstration of footprint in all identified places = 0 Points Demonstration of the footprint in Gauteng and one other area (either Durban or Cape town) = 15 Points Demonstrate a footprint in all areas = 20 Points	20

Total points		100
Minimum threshold		65

Each criterion will be allocated points with total **100 points**. Only proposals that scored at least a minimum of **65 points** or more will proceed to third phase.

12.3 THIRD PHASE: PRICE AND SPECIFIC GOALS

The bid will be awarded to the bidder who scored the highest points in terms of price and specific goals.

In accordance with the PPPFA, the submission will be adjudicated on the 80/20 points system. Price will make up the total of 80 points, and specific goals will be allocated the remaining 20 points. The evaluation criterion for this phase is as set below:

Description	Weight
Price	80
Specific goals	20
Total	100

The points for Specific Goals are distributed as follows:

Specific goals	Means of Verification	Points
Women	ID docs + CSD verification	10
Youth	ID docs + CSD verification	3
People with Disabilities	ID docs + CSD verification Medical Certificate	2
Black Women	ID docs + CSD verification	5

Means of verification for specific goals (women, youth, people with disabilities and black women, e.g. copy ID documents, verification from the CSD and original medical certificate), failing which the points for specific goals claimed will be forfeited.

The total bid price (vat and other costs inclusive) should be the same with the price indicated on price schedule provided.

13. MANDATORY AND ADMINISTRATIVE COMPLIANCE CHECKLIST

Bidders should use the checklist below to ensure that all the returnable documents are attached:

Mandatory Documents required	Indicate Yes or No	Indicate the Annexure in your bid response
Completed and signed Invitation to bid document (SBD 1)		
Completed and signed Price Schedule SBD 3.2 (VAT and all other applicable costs inclusive)		
Attendance of compulsory briefing session (if applicable). The department will confirm attendance by means of attendance register or issued certificate.		
Administrative documents required	Indicate Yes or No	Indicate the Annexure in your bid response
SBD 4		
SBD 6.1		
ID copies of Owner (s).		
ID copies of employees to be assigned to this project.		
Copy of Bidder's company registration document with CIPC.		
Tax compliant status or SARS Tax pin of the Bidder.		
Copy of CSD or CSD registration number		
Any other administrative documents		
Joint Venture and/or consortium agreement (<i>if applicable</i>)		

14. CONFIDENTIALITY

- 14.1 No communication will be undertaken with any bidder until the winning bidder has been informed of his winning bid.
- 14.2 Information relating to the evaluation of proposals and recommendations concerning an award shall not be disclosed to neither the bidder who submitted the proposals nor to other persons not officially involved or concerned with the process.
- 14.3 The Presidency necessarily operates under the conditions of the PAIA provisions. No material or information derived from the procurement and provision of the service under this contract may be used for any purposes other than those of The Presidency, except were authorised in writing to do so

15. ACCEPTANCE OF THE SPECIAL CONDITIONS AND GENERAL CONDITIONS OF CONTRACT

THE BIDDER MUST COMPLETE BELOW.

I _____ in my capacity as the duly authorized representative of the bidder, hereby certify that I take note and accept the above-mentioned Special Conditions of the Contract.

SIGNATURE.....

CAPACITY.....

Alternative Name and Contact details of service provider (optional): _____

16. DISCLAIMER

The Presidency reserves the right not to award the bid. The Presidency also reserves the right not to award the bid.

17. COMPUSORY BRIEFING SESSION

The Briefing session will be conducted online via Microsoft teams as follows:

DATE: 08 July 2026

TIME: 10:00AM

VENUE: Microsoft Teams

Microsoft Teams meeting

Join: <https://teams.microsoft.com/join/341045073131720?p=fPdmvx11a8fJ9D83vb>

Meeting ID: 341 045 073 131 720

Passcode: ve2uA7iY

18. SUBMISSION OF PROPOSALS

Completed bid documents should be sealed, clearly marked as follows:

The Presidency

Bid Number: **PO 2025/26:011**

Completed bid documents must be deposited in the official bid/tender box of The Presidency located at the public entrance of the Union Buildings on Government Avenue, Pretoria on or before **20 July 2026@11:00am.**

Bidders must ensure that they received all pages of this document.

19. Bid Enquiries:

Tenders@presidency.gov.za

Technical Enquiries

Norman@presidency.gov.za and Dimakatso@presidency.gov.za



**THE PRESIDENCY
REPUBLIC OF SOUTH AFRICA**

RETURNABLE PROJECT REFERENCE FORM

Project Description:	APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY AND DELIVER CLEANING AND HYGIENE CONSUMABLES IN THE PRESIDENCY (PRETORIA, CAPE TOWN AND DURBAN) FOR A PERIOD OF THREE (3) YEARS
Bid No:	PO 2026/27:010

Note: This returnable document must be completed by the referee to whom services of similar nature, scope, complexity and value was completed successfully by the bidder.

I (Name, Surname & Designation Preferably contract Manager)

From (Company Name)

Declare that the company was the recipient (client) of the following professional services (project) successfully executed by

.....
(Name of bidder)

Project Description:

Project Location:

Commencement Date (DD/MM/YYYY)

Completion Date (DD/MM/YYYY) :.....

Contract Value:.....

A. Please score the service performance of the Bidder on the above-mentioned project, by inserting “Yes” in the relevant box below:

Category	Very poor	Poor	Fair	Good	Excellent
Experience of the team deployed on the project					
Quality of products					
Overall service performance					

B. Would you consider/recommend working with this bidder in future.

Yes	No	Reason

C Would you recommend this bidder to offer the same services to The Presidency

Yes	No	Reason

.....
Signature (Company Head or Delegated officer)

.....
Name of Signatory

Contact Numbers:

GENERAL CONDITIONS OF CONTRACT

THE NATIONAL TREASURY

Republic of South Africa



**GOVERNMENT PROCUREMENT:
GENERAL CONDITIONS OF CONTRACT**

July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

1. Definitions

1 The following terms shall be interpreted as indicated:

1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of Bids.

1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.

1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.

1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

1.7 “Day” means calendar day.

1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.

1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.

1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.

1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

1.12 “Force majeure” means an event beyond the control of the supplier and not involving the supplier’s fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

1.13 “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.

- 1.14 “GCC” means the General Conditions of Contract.
- 1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 “Imported content” means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 “Local content” means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 “Project site,” where applicable, means the place indicated in bidding documents.
- 1.21 “Purchaser” means the organisation purchasing the goods.
- 1.22 “Republic” means the Republic of South Africa.
- 1.23 “SCC” means the Special Conditions of Contract.
- 1.24 “Services” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2 Application

- 2.1 These general conditions are applicable to all Bids, contracts and orders including Bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, SCC are also laid down to cover specific supplies, services or works.
- 2.3 Where such SCC are in conflict with these general conditions, the special conditions shall apply.

3 General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.

3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4 Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

b. Use of contract documents and information; inspection

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.

5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6 Patent rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7 Performance security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
- (b) a cashier's or certified cheque

7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

8.1 All pre-bidding testing will be for the account of the bidder.

8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organisation acting on behalf of the Department.

8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9 Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10 Delivery and documents

10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

10.2 Documents to be submitted by the supplier are specified in SCC.

11 Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12 Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13 Incidental services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-

up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14 Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15 Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16 Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in rand unless otherwise stipulated in SCC.

17 Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorised in SCC or in the purchaser's request for bid validity extension, as the case may be.

18 Contract amendments

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19 Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20 Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21 Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services

from a national department, provincial department, or a local authority.

21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22 Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23 Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (a) the name and address of the supplier and / or person restricted by the purchaser.
- (b) the date of commencement of the restriction
- (c) the period of restriction; and
- (d) the reasons for the restriction.

23.7 These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.8 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24 Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25 Force majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26 Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27 Settlement of disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) the purchaser shall pay the supplier any monies due the supplier.

28 Limitation of liability

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;

- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29 Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30 Applicable law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31 Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32 Taxes and duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

33 National Industrial Participation (NIP) Programme

33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

34 Prohibition of restrictive practices

34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).

34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

General Conditions of Contract (revised July 2010)