



transport

Department:
Transport
REPUBLIC OF SOUTH AFRICA



ADDENDUM 01 TO THE REQUEST FOR PROPOSAL FOR THE APPOINTMENT OF A SERVICE PROVIDER TO RENDER COMPREHENSIVE PROFESSIONAL CLEANING SERVICES TO THE DEPARTMENT OF TRANSPORT FOR A PERIOD OF THREE (3) YEARS

BID NUMBER: DOT/09/2026/CS

1. PURPOSE OF THE ADDENDUM

The purpose of this Addendum is to clarify inconsistencies identified in the Request for Proposal (RFP) documentation and to amend the closing date of the above-mentioned bid.

The Department has identified certain discrepancies and conflicting information contained in various sections of the bid documentation relating to the closing date, contract period, building size, staff complement, operational requirements and document references. To ensure transparency, consistency and equal treatment of all prospective bidders, the Department hereby issues the following clarifications.

In order to afford all prospective bidders reasonable time to consider these clarifications and, where necessary, amend their submissions accordingly, the closing date of the bid is hereby extended as set out below.

2. AMENDMENT OF CLOSING DATE

Particulars	Previously Advertised	Amended
Closing Date	25 September 2026	28 September 2026
Closing Time	11:00 AM	11:00 AM

Accordingly, all bids must be submitted and received by the Department before 11:00 AM on 28 September 2026.

3. CLARIFICATIONS

3.1 Closing Date Clarification

The Department notes that the bid documentation contains inconsistent references to the closing date, namely:

- The Request for Proposal (RFP) cover page reflects 23 September 2026; and

- Certain Standard Bidding Documents (SBDs) reflect 25 September 2026.

To remove any ambiguity, all references to the original closing date contained in the bid documentation are hereby withdrawn and replaced with the amended closing date reflected in Section 2 of this Addendum.

The official closing date and time for Bid Number **DOT/09/2026/CS** shall therefore be:

28 September 2026 at 11:00 AM.

3.2 Contract Period

Any reference in the bid documentation to a contract period of twenty-four (24) months or two (2) years is hereby amended to read:

Thirty-Six (36) Months / Three (3) Years.

The contract period for this bid remains **three (3) years**.

3.3 Building Size

The Department notes that the bid documentation contains references to both **30 448.80m²** and **30 010.3m²**.

For purposes of pricing and service delivery, bidders are required to base their proposals on the area reflected in the floor schedule, namely:

30 10.3m².

The figure of **30 448.80m²** represents the overall gross building area and is provided for information purposes only. It does not constitute the area for which cleaning services are required. Consequently, bidders shall utilize **30 010.3m²** when preparing their bids.

3.4 Staff Complement

The Department notes that the bid documentation contains references to both 800 employees and an approximate staff complement of 700 employees.

For purposes of estimating consumable requirements and pricing, bidders shall utilize an approximate staff complement of:

700 employees.

The figure of 800 employees represents the approved staff establishment of the Department and is provided for information purposes only. The estimated number of officials physically occupying the building and to be considered for operational and consumable planning is approximately 700 employees.

3.5 Refuse Removal Frequency

The required refuse removal frequency shall be:

Three (3) times per week.

This requirement shall prevail over any conflicting provision contained elsewhere in the bid documentation.

3.6 Deep Cleaning Cycle

The required deep-cleaning programme shall be conducted over a:

Four (4) week cycle.

Any reference to a three (3) week cycle shall be disregarded.

3.7 Working Hours

The required working hours for cleaning personnel shall be:

- **06:00 to 15:00**
- **07:00 to 16:00**

These working hours shall prevail over any conflicting provision contained elsewhere in the documentation.

3.8 Annexure D

The following amendments apply to Annexure D:

- Any reference to Bid Number **DOT/09/2026/IPT** is amended to read **DOT/09/2026/CS**.
- The reference to a **"Compliance with TOR Checklist"** is withdrawn and must be disregarded.
- Annexure D remains applicable only to company experience and team experience information.

3.9 Hygiene Equipment Clarification

The Department notes that the bid documentation contains inconsistent references regarding the provision of toilet-seat sanitiser dispensers.

For the avoidance of doubt, bidders are required to provide and price toilet-seat sanitiser dispensers as reflected in the pricing schedule and service requirements of the bid.

To the extent that any provision of the bid documentation may be interpreted differently, this Addendum shall prevail

4. OTHER TERMS AND CONDITIONS

All other terms, conditions, requirements and provisions of the Request for Proposal remain unchanged and in full force and effect.

Prospective bidders are requested to take note of this Addendum and ensure that their bids are prepared and submitted in accordance with the clarifications contained herein and before the revised closing date and time.