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PROJECT PROCUREMENT: FACILITIES

PRODUCT TECHNICAL SPECIFICATION/ SCOPE OF WORK

1. SCOPE OF WORK

- 1.1. The South African Bureau of Standards (SABS) seeks to appoint a suitably qualified and registered Service Provider to provide pest control services at designated SABS sites for a period of thirty-six (36) months, ensuring effective pest management and a safe, hygienic, and pest-free environment.
- 1.2. The Service Provider shall provide all labour, supervision, equipment, materials, chemicals, and reporting necessary to deliver the services in accordance with Integrated Pest Management (IPM) principles and all applicable legislative and regulatory requirements.

2. SERVICE LOCATIONS

The Services shall be rendered at the following SABS sites:

- 2.1. 1 Dr Lategan Road, Groenkloof, Pretoria
- 2.2. 43rd Street, Olifantsfontein (NETFA)
- 2.3. 5 & 8 Bunsen Street, Secunda
- 2.4. 15 Garth Road, Waterval, Durban
- 2.5. 1 & 1A Teichmann Place, Sunnyridge, East London
- 2.6. 20 Liesbeek Parkway, Rosebank, Cape Town
- 2.7. SABS Offices, Richards Bay
- 2.8. SABS reserves the right to add or remove sites during the term of the Agreement, subject to mutual agreement between the Parties.

3. GENERAL SCOPE OF SERVICES

3.1. Integrated Pest Management Services

- 3.1.1. The Service Provider shall provide a comprehensive Integrated Pest Management (IPM) service at all SABS sites.
- 3.1.2. The Services shall include, but not be limited to, the monitoring, control, treatment, prevention and eradication of:
- 3.1.3. Pest Species Covered
 - Rodents (rats and mice);
 - Cockroaches;
 - Ants;
 - Flies and other flying insects;
 - Mosquitoes;

- Ticks;
 - Crawling insects;
 - Bees and wasps;
 - Bats; and
 - Any other pest species that may pose a risk to SABS facilities, personnel, operations, products or visitors.
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3.2. Service Provider Responsibilities

- 3.2.1. The Service Provider shall, at its own cost, provide all labour, equipment, materials, chemicals, consumables, transport and supervision necessary for the effective delivery of the Services.
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3.3. Pest Control Equipment and Devices

- 3.3.1. The Service Provider shall provide, install, maintain, monitor, service and replace, where necessary, all pest control equipment required for effective pest management at each site, including rodent bait stations, insect monitoring and control devices, fly-catching units, light traps and any other devices identified through site-specific risk assessments.
- 3.3.2. All pest control equipment, including bait stations, traps and monitoring devices, shall be clearly identified, secured against unauthorised access, mapped, recorded in the relevant site registers and inspected, cleaned, serviced, maintained and replenished during scheduled service visits, or more frequently where pest activity requires additional treatment. Any defects identified shall be promptly rectified.
- 3.3.3. The Service Provider shall recommend and implement additional pest control devices or measures where pest activity, changes in site conditions or risk assessments indicate that enhanced control is required.
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3.4. Chemicals and Treatment Products

- 3.4.1. All pesticides, rodenticides, repellents and other treatment products used shall be legally registered for use in South Africa and applied in accordance with applicable legislation, manufacturer specifications and industry best practices.
- 3.4.2. Safety Data Sheets (SDS/MSDS) for all chemicals and treatment products used shall be available and provided to SABS upon request.
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3.5. Service Frequencies

- 3.5.1. Unless otherwise specified under the Unique Requirements applicable to a site, all Common Services shall be rendered on a monthly basis.
- 3.5.2. Additional service frequencies applicable to specific sites shall include:
- Bi-monthly servicing of designated areas;

- Weekly monitoring, servicing and replacement of pest control devices in designated high-risk areas;
- Quarterly snake-control treatment at designated sites; and
- Ad hoc pest control services and emergency call-outs as required by SABS.

3.6. Personnel Requirements

- 3.6.1. The Service Provider shall provide suitably qualified, trained and registered personnel to perform the Services.
- 3.6.2. All technicians performing the Services shall possess the necessary registrations, permits, certifications and training required by applicable legislation.
- 3.6.3. Proof of registration, certification and training shall be provided to SABS upon request.

3.7. Service Scheduling

- 3.7.1. The Service Provider shall maintain a service schedule and coordinate all visits with the designated SABS representative.

3.8. Specialised Snake Control Treatment

- 3.8.1. The Service Provider shall provide quarterly perimeter snake-control treatment at the Groenkloof, NETFA and East London sites, and at any additional sites identified by SABS during the term of the Agreement.
- 3.8.2. The cost of such treatment shall be included in the fixed monthly contract price for the applicable site.

3.9. Health, Safety and Environmental Requirements

- 3.9.1. The Service Provider shall ensure that all Services are performed in accordance with applicable health, safety and environmental legislation and industry best practices.
- 3.9.2. The Service Provider shall ensure that all personnel utilise appropriate Personal Protective Equipment (PPE) when performing the Services.
- 3.9.3. The Service Provider shall ensure that all chemicals and treatment products are applied strictly in accordance with manufacturer specifications, applicable legislation and approved treatment methods.
- 3.9.4. The Service Provider shall maintain a suitably stocked First Aid Kit whilst rendering Services on SABS premises.
- 3.9.5. The Service Provider shall utilise environmentally responsible products and treatment methods wherever reasonably practicable.
- 3.9.6. The Service Provider shall ensure that products and treatment methods used do not pose undue risk to employees, visitors, contractors, animals, wildlife, laboratory activities, test samples or the environment.

3.10. Animals on SABS Premises (Applicable to Groenkloof and NETFA)

- 3.10.1. The Service Provider shall conduct all pest control activities in a manner that minimises risks to wildlife, domestic animals, guard dogs and any other animals present on SABS premises. The presence of animals, including guard dogs and kennel operations at the NETFA site, shall be taken into account when selecting pest control products, treatment methods and the placement of pest control devices.
- 3.10.2. Products and treatment methods used in or near animal areas shall be suitable for such environments and shall not pose an undue risk to animal health or welfare.
- 3.10.3. The Service Provider shall remove and dispose of any dead rodents or other pests in accordance with applicable legislation and industry best practices.
- 3.10.4. Any incident involving the suspected exposure, injury or death of an animal arising from pest control activities shall be reported to SABS immediately. A written incident report detailing the circumstances, corrective actions and preventative measures shall be submitted within two (2) working days.

3.11. Liability and Insurance

- 3.11.1. The Service Provider shall be responsible for any loss, damage, injury or incident arising from its activities, personnel, equipment or materials whilst rendering the Services.
- 3.11.2. The Service Provider shall take all reasonable precautions to prevent injury to persons and damage to property while rendering the Services.
- 3.11.3. The Service Provider shall maintain Public Liability Insurance with a minimum cover of **R5 million** for the duration of the Agreement.
- 3.11.4. Proof of Public Liability Insurance shall be submitted to SABS upon request and whenever the policy is renewed or amended.

4. DOCUMENTATION, REPORTING AND COMPLIANCE

4.1. Service Reports

- 4.1.1. The Service Provider shall submit a Service Report after each scheduled and ad hoc service visit. The report shall be submitted to the designated SABS representative within two (2) working days of the service being performed.
- 4.1.2. The Service Report shall include, as a minimum:
 - Site serviced;
 - Date and time of service;
 - Areas inspected and treated;
 - Pest activity identified;
 - Corrective actions taken;
 - Products and quantities used;
 - Condition of pest control devices;

- Recommendations for corrective actions; and
 - Name and signature of the technician.
 - Record Ownership
- 4.1.3. All records generated in terms of this Agreement shall remain the property of SABS and shall be handed over upon request or upon termination of the Agreement.
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4.2. Monthly Reporting

- 4.2.1. The Service Provider shall submit a monthly report for each SABS site by the fifth (5th) working day of the following month. The report shall include:
- Services rendered;
 - Pest activity and infestations identified;
 - Status of bait stations, traps and monitoring devices;
 - Chemicals used;
 - Outstanding corrective actions; and
 - Recommendations, where applicable.
-

4.3. Quarterly Reporting

- 4.3.1. The Service Provider shall submit a quarterly performance report covering all SABS sites, including:
- Analysis of pest activity trends and recurring infestations;
 - Status of corrective actions and pest control equipment;
 - Significant pest control interventions undertaken during the quarter; and
 - Recommendations for improving pest management effectiveness.
-

4.4. Registers and Records

- 4.4.1. The Service Provider shall establish and maintain the following records at each site:
- Pest Sighting Register;
 - Bait Station Register;
 - Pest Control Device Register;
 - Chemical Usage Register;
 - Service Reports; and
 - Site Layout indicating the location of all pest control equipment.
 - These records shall be available for inspection by SABS at any time.
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4.5. Chemical Compliance

- 4.5.1. The Service Provider shall maintain current Safety Data Sheets (SDS/MSDS) for all products used under this Agreement and shall provide copies to SABS upon request.
- 4.5.2. Replacement or alternative chemicals shall not be introduced without prior written approval from SABS where such approval is required by the site-specific requirements.
- 4.5.3. Where approval is required, the Service Provider shall submit the relevant product information, registration details and SDS/MSDS documentation to SABS prior to implementation.
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5. SITE-SPECIFIC REQUIREMENTS

5.1. STANDARD MONTHLY PEST CONTROL SERVICES

5.1.1. Cape Town, Durban, East London, Secunda and Richards Bay

Site	Areas to be Serviced	Unique Requirements	Common Services
Cape Town (Approx. 2 119 m ²)	Offices Laboratories Storerooms Standards Library Boardrooms Common areas Passages; Staircases Double garages External drains Kitchens Training rooms; Toilets Guard house; Garden areas; Waste area Carports	• External drainage systems • garden areas • multiple specialised laboratory environments	Monthly pest control services; • monitoring and treatment of ○ rodents, ○ cockroaches, ○ ants, ○ flies ○ and crawling insects; • servicing of pest control devices • preventative and corrective treatments; • reporting and record keeping • waste area monitoring
Durban (Approx 2 497 m ²)	Offices Laboratories Guard houses Change rooms Kitchens Eating areas Waste area	• Geckos specifically included • existing pest control devices to be assessed and maintained where appropriate	
East London (Approx. 4 244 m ²)	Offices Laboratories Guard houses Change rooms Kitchens Eating areas Waste area	• Ticks and bats specifically included • quarterly snake-control treatment covering approximately 3 000 m²	
Richards Bay (Approx. 625 m ²) Secunda (Approx 1046m ²)	Offices Laboratories Guard houses Change rooms Kitchens Eating areas Waste area Carports	No significant site-specific requirements identified	

5.1.2. Groenkloof, Pharmaceutical Laboratory and Netfa

Site	Areas to be Serviced	Unique Requirements	Common Services
Groenkloof (Excl. Pharmaceutical Laboratory)	Pavilion Offices Laboratories (exc. Pharmaceutical Laboratory) Plant rooms Service shafts; Canteen/Cafeteria; Kitchens and dining areas Coffee shop; Storerooms Eating areas Change rooms Workshops Guard houses Waste management area Tunnel areas	• Tunnel areas serviced bi-monthly • Enhanced waste area monitoring • Quarterly snake-control treatment along George Storrar and Leyds Street boundary areas (approx. 3 000 m²)	Monthly pest control services; • monitoring and treatment of: ○ rodents, ○ cockroaches, ○ ants, ○ flies ○ and crawling insects; • servicing of pest control devices; • preventative and corrective treatments; • reporting and record keeping; • waste area monitoring
Pharmaceutical Laboratory (Groenkloof) (Approx. 414 m ²)	Testing and laboratory areas Sample preparation areas Storage areas Offices within the laboratory Utility and support areas	• GMP-compliant pest control programme • tamper-resistant bait station inspections • SABS approval required for chemical products • trend analysis • SANAS/ISO/regulatory audit support • specialised documentation requirements	
NETFA (Approx. 8 111 m ²)	Offices Laboratories Storerooms Change rooms Eating areas Plant rooms Guard houses Carports Waste area Dog kennels	• Adjacent to game reserve • enhanced fly-control programme • special attention to dog kennels • products must be safe around animals • quarterly snake-control treatment along high-risk perimeter areas (approx. 3 000 m²)	

5.2. SABS PHARMACEUTICAL LABORATORY (GROENKLOOF)

- 5.2.1.1. The Service Provider shall provide specialised pest control services for the SABS Pharmaceutical Laboratory (approximately 414 m²) in accordance with applicable legislation, Good Manufacturing Practice (GMP) principles, laboratory requirements, industry best practices and SABS quality management requirements.
- 5.2.1.2. The pest control programme implemented within the Pharmaceutical Laboratory shall minimise the risk of contamination to laboratory operations, equipment, test samples and products, while ensuring effective pest prevention, monitoring and control.

5.2.2. Rodent Control

- 5.2.2.1. The Service Provider shall implement a rodent control programme suitable for a pharmaceutical environment.
- 5.2.2.2. During each inspection:
 - 5.2.2.2.1. All tamper-resistant bait stations shall be opened, inspected, cleaned, dated and initialled;
 - 5.2.2.2.2. Bait stations shall be checked for signs of infestation, damage, tampering or deterioration;
 - 5.2.2.2.3. Any evidence of rodent activity shall be recorded in the Pest Control Treatment Report;
 - 5.2.2.2.4. Bait stations shall be maintained in a clean and serviceable condition at all times.
 - 5.2.2.2.5. The Service Provider shall use rodenticide products that are legally registered for use in South Africa and suitable for use in pharmaceutical laboratory environments.
 - 5.2.2.2.6. Products equivalent to the following may be used, subject to prior written approval by SABS:
 - 5.2.2.2.7. Finale Wax Blocks (Difethialone 0.25%);
 - 5.2.2.2.8. Racumin Block (Coumatetralyl 0.375%); or
 - 5.2.2.2.9. Other equivalent approved products.
 - 5.2.2.2.10. The relevant Safety Data Sheets (SDS/MSDS) shall be submitted to SABS for approval prior to implementation.

5.2.3. Cockroaches, Ants and Other Crawling Insects

- 5.2.3.1. The Service Provider shall implement an insect control programme designed to effectively control cockroaches, ants and other crawling insects while minimising contamination risks.
- 5.2.3.2. Only products suitable for use within pharmaceutical laboratory environments shall be utilised.
- 5.2.3.3. Products equivalent to the following may be used, subject to prior written approval by SABS:
 - PCO Flushing Agent (Pyrethrins);
 - Super Crackdown FC (Deltamethrin 2.5%);
 - Maxforce Gel (Hydramethylnon); or
 - Other equivalent approved products.
- 5.2.3.4. The relevant Safety Data Sheets (SDS/MSDS) shall be submitted to SABS for approval prior to implementation.

- 5.2.3.5. All treatments performed shall be recorded in the Pest Control Treatment Report.

5.2.4. Chemical Management and Approval

- 5.2.4.1. All pesticides, insecticides, rodenticides and other treatment products utilised within the Pharmaceutical Laboratory shall:
- 5.2.4.1.1. Be registered and approved for use in South Africa;
 - 5.2.4.1.2. Be used strictly in accordance with manufacturer instructions and applicable legislation;
 - 5.2.4.1.3. Be accompanied by current Safety Data Sheets (SDS/MSDS);
 - 5.2.4.1.4. Be approved by SABS prior to first use; and
 - 5.2.4.1.5. Not be substituted or changed without prior written approval from SABS.

5.2.5. Documentation and Compliance

- 5.2.5.1. In addition to the general documentation, reporting and compliance requirements contained elsewhere in this specification, the Service Provider shall:
- 5.2.5.1.1. Maintain a Pest Sighting Register;
 - 5.2.5.1.2. Maintain Pest Control Treatment Reports;
 - 5.2.5.1.3. Maintain a Bait Station Register;
 - 5.2.5.1.4. Maintain a site layout indicating the location and identification number of all pest control devices;
 - 5.2.5.1.5. Ensure all pest control documentation is updated at every service visit;
 - 5.2.5.1.6. Perform trend analysis of pest activity;
 - 5.2.5.1.7. Provide corrective and preventative action recommendations where recurring pest activity is identified;
 - 5.2.5.1.8. Maintain records in a format suitable for GMP, SANAS, ISO and regulatory audits; and
 - 5.2.5.1.9. Make all records available to SABS during inspections, audits and assessments.
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6. SERVICE SCHEDULE

- 6.1. The Service Provider shall submit a service schedule to SABS within thirty (30) days of contract commencement and shall update such schedule as required throughout the duration of the Agreement.
- 6.2. All service visits shall be coordinated with the designated SABS representative.
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7. AD HOC SERVICES

- 7.1.1. The Service Provider shall provide specialist pest control services on an ad hoc basis as and when required by SABS. These services shall be rendered only upon receipt of an official purchase order issued by SABS.
- 7.1.2. Ad hoc services may include, but are not limited to:
- Snake removal;

SCOPE OF WORK: SABS PEST CONTROL

- Bee removal;
- Wasp removal;
- Bat removal;
- Pigeon removal and clean-up; and
- Any other specialist pest control services not included in the routine monthly services.

7.1.3. Pricing Schedule – Ad Hoc Services

No.	Description	Cost
1	Rate for call-out and removal of snakes	
2	Rate for call-out and removal of wasps	
3	Rate for call-out and removal of bees	
4	Rate for call-out and removal of bats	
5	Rate for call-out, clean-up and removal of pigeons	
6	Additional specialist pest control services (specify)	

8. PRICING SCHEDULE

8.1. SABS Groenkloof (Excluding Pharmaceutical Laboratory)

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		
Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively

SCOPE OF WORK: SABS PEST CONTROL

perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

8.2. SABS Groenkloof - Pharmaceutical Laboratory

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		
Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

8.3. Olifantsfontein (NETFA)

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		
Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

8.4. Secunda

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		
Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

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8.5. Durban

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		
Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

8.6. East London

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		

SCOPE OF WORK: SABS PEST CONTROL

Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

8.7. Cape Town

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		
Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

8.8. Richards Bay

Description	Unit	Cost per Month (R)
Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment	Per Month	
VAT (15%)		
Total Monthly Cost		

Deployment Plan

Item	Quantity Proposed	Included in Monthly Price (Y/N)
Rodent Bait Stations		
Fly-Control Devices		
Light Traps		
Insect Monitoring Devices		
Monitoring Stations		
Tunnel Area Pest Control Measures		
Waste Area Pest Control Measures		
Quarterly Snake-Control Measures		
Chemicals and Consumables		
Other Pest Control Devices (Specify)		

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

9. Consolidated Price schedule per annum for all sites

Area	Frequency	Cost per month	Cost per year 1	Cost per year 2 + CPI	Cost per year 3 + CPI
Groenkloof	Monthly	R	R	R	R
NETFA	Monthly	R	R	R	R
Pharmaceutical Lab	Monthly	R	R	R	R
Cape Town	Monthly	R	R	R	R
East London	Monthly	R	R	R	R
Secunda	Monthly	R	R	R	R
Durban	Monthly	R	R	R	R
Richards Bay	Monthly				
	Sub Total	R	R	R	R
	VAT	R	R	R	R

	Grand Total	R	R	R	R
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10. EVALUATION CRITERIA

Mandatory

No.	Requirement	Evidence Required	Yes/No
1	Registration and authorisation to provide pest control services in South Africa	A valid PCO registration certificate issued by the Department of Agriculture (DALRRD)	
2	Public Liability Insurance with a minimum cover of R5 million	Valid insurance certificate	

Functional requirements

1. Relevant Experience in Similar Environments			
Functional Requirement	Score	40	
Reference letters demonstrating experience in providing pest control services to laboratory, industrial, commercial or similar facilities. Reference letters must be on the client's letterhead and include contact details for verification.			
One (1) reference letter for a similar environment	1		
Two (2) reference letters for similar environments	2		
Three (3) reference letters for similar environments	3		
Four (4) reference letters, including at least one laboratory, testing, manufacturing or specialised facility	4		
Five (5) or more reference letters, including laboratory, pharmaceutical, food preparation, animal facility, government, SOE or multi-site environments	5		
2. Qualifications and Experience of Key Personnel			
2.1 CONTRACT MANAGER/SUPERVISOR			
Functional Requirement	Score	20	
The bidder must submit the CV, qualifications and experience of the proposed Contract Manager / Supervisor who will be responsible for the management of the SABS contract.			
Less than 1 year relevant experience	1		
Less than 2 years' relevant experience	2		
2 - 3 years' relevant experience	3		
>3 - 5 years' relevant experience	4		

>5 - 8 years' relevant experience	5	
2.2 PEST CONTROL OFFICERS PER SITE		
Functional Requirement	Score	20
A resource allocation schedule indicating the technician(s) assigned to each SABS site, together with CVs, qualifications and proof of registration as Pest Control Operators for all proposed technicians.		
No site allocation schedule submitted and/or no CVs submitted	1	
Site allocation schedule submitted, but supporting CVs, qualifications and proof of Pest Control Operator registration for the proposed technicians are incomplete or missing	2	
Site allocation schedule submitted for all sites with CVs, qualifications and proof of Pest Control Operator registration for all proposed technicians	3	
Site allocation schedule submitted for all sites with CVs, qualifications and proof of Pest Control Operator registration for all proposed technicians, and at least 50% of the proposed technicians have more than 5 years' relevant pest control experience	4	
Site allocation schedule submitted for all sites with CVs, qualifications and proof of Pest Control Operator registration for all proposed technicians, and all proposed technicians have more than 5 years' relevant pest control experience, including experience in laboratory, industrial or specialised environments	5	
3. Reporting, Monitoring and Record Keeping		15
Functional Requirement	Score	
The bidder must provide examples of sample reports, registers and monitoring records. 1.) Sample Service Report; 2.) Pest Sighting Register; 3.) Bait Station Register; 4.) Pest Control Device Register; 5.) Chemical Usage Register; 6.) Site Layout/Device Mapping Register; 7.) Trend Analysis Report (where applicable); 8.) Corrective Action Register (where applicable).		
No sample reports or registers submitted	0	
Sample report submitted only (1 only)	1	
Sample report and one register submitted (1 plus one register)	2	
Sample report and at least three of the required registers submitted (1 plus 3 registers)	3	
Sample report and all required registers submitted (1-6)	4	
Sample report and all required registers submitted, including trend analysis reporting and corrective action tracking (1 - 8)	5	
4. Professional Membership		5
The bidder must provide proof of current membership of the South African Pest Control Association (SAPCA) or an equivalent recognised professional body.		
SAPCA or equivalent recognised industry body: 5 points	5	

No proof submitted: 0 points	0	
National Footprint		
Bidders need to indicate/provide proof of their offices in South Africa		
Gauteng, Cape Town, Kwazulu Natal – 3 Provinces	5	
Gauteng & Cape Town only 2 - Provinces	3	
Gauteng	1	