

SASSA: 02-24-CS-LP

ERRATUM

SASSA:02-24-CS-LP: TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER/S FOR THE PROVISION OF CLEANING AND SANITATION, CAR WASH, SERVICING OF ENVIRO LOO TOILETS AND SEPTIC TANKS, GARDENING AND FUMIGATION SERVICES FOR THE SOUTH AFRICAN SOCIAL SECURITY AGENCY LIMPOPO REGION FOR A PERIOD OF 36 MONTHS.

PROPOSALS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:

: **SASSA Limpopo Regional Office
48 Landros Maré Street
Polokwane
0699**

**CLOSING DATE : 15 August 2024
TIME : 11:00am**

Kindly note the following amendment:

- 1. Special Conditions No. 7: Correction of Waste Certificate Requirements**
- 2. Annexure A: Addition of Ablution Facilities for Vuwani Service Point.**
- 3. Annexure E: Correction of Page 63 of Annexure E**
- 4. Extension of closing date from 8 August 2024 to 15 August 2024.**

TECHNICAL ENQUIRIES CAN BE DIRECTED TO:

**CONTACT : Mr Matome Rasekgala @ (015) 291-7470
MatomeR@sassa.gov.za**

SUPPLY CHAIN MANANAGEMENT ENQUIRIES CAN BE DIRECTED TO:

**CONTACT : Ms Lebo Boya @ (014) 718 3535
LeboB@sassa.gov.za**

**Stamp Out Social Grants Fraud and Corruption
Call 0800 60 10 11/ 0800 701 701**

CORRECTIONS

- 1. Special Conditions, Paragraph 7 should Read: A certified copy of a valid waste licence in terms of section 45 of the National Environment Management Waste Act 2008 (59 of 2008) for hazardous waste activities in the name of the bidder or an agreement with a company that has a valid waste licence in terms of section 45 of the National Environment Management Waste Act 2008 (59 of 2008) for hazardous waste activities (a valid and certified copy of that company's waste licence should be attached)**



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Total Square meters for Rabali Yard for gardening = 1200 m²

2.7. HLANGANANI LOCAL OFFICE

- No. of Offices: 05
- No. of Officials 11
- No. of Workstations: 16
- Ablution Facilities: Male/Female 8 pit toilets, 1 flushing, SHE Bin 1
- Enviro loo Male: 2, Female :2
- Septic Tank 01
- No. cleaners 01
- Gardener 01

VEHICLES

OFFICE	TYPE OF VEHICLE	NO OF VEHICLES
Hlanganani Service point	LDV Single Cab	1
	Double cab	2
TOTAL		3

Total Square meters for Hlanganani service point = 218 m²

Total Square meters for Hlanganani Yard for gardening = 450 m²

2.8. VUWANI SERVICE POINT

- No. of Offices: 2
- No. of Officials 07
- No. of Workstations: 05
- No. cleaners 01
- No of gardener 01
- Ablution Facilities 01 Male, 01 Female

VEHICLES

OFFICE	TYPE OF VEHICLE	NO OF VEHICLES
Vuwani local office	Double cab LDV	2
TOTAL		2

Total Square meters for Vuwani service point = 36 m²

Total Square meters for Vuwani Yard for gardening = 350 m²

2.9. HA-MUTSHA LOCAL OFFICE

- No. of Offices: 04
- No. of Officials 10
- No. of Workstations: 11
- No. of Kitchens 01
- Ablution Facilities: Male (4 pit toilets, 1 basin)
- Enviro loo Male : 2, Female :2, SHE bin 1



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ANNEXURE E



PRICE SCHEDULE FOR ALL SERVICES

N.B. ALL Bid Price Proposals must be completed in line with the following requirements:

- The price proposal must be based on **ALL OF THE BID SPECIFICATIONS AND NOTHING MUST BE OMITTED.**
- A **Bid Price Proposal** excluding some of the required services (as outlined in the bid specifications) **shall not be accepted.**
- The Labour costs for the cleaning staff (supervisor and cleaners) must not be below the approved sectoral wage determination as determined by the Department of Labour.
- The price must also include disposal of waste materials.
- Increase or decrease in quantity will not affect the bid price.

ONLY PRICE PROPOSALS SUBMITTED ON THIS TEMPLATE SHALL BE ACCEPTED

PRICING SCHEDULE

All prices must include VAT		
LABOUR COSTS:		
Project Manager (Only 1 (one) full time Manager required)		Full Time
Basic Salary		R.....
Provident Fund		R.....
Sick leave		R.....
SDL		R.....
Leave		R.....
COIDA		R.....
UIF		R.....
CCA		R.....
Any Other Allowances		R.....
		Total monthly cost for the Project Manager
		R.....



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		Cleaners offered per month R.....
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A. TOTAL LABOUR COSTS FOR THE FIRST 12 MONTHS EXCLUDING OVERTIME (Combined: Project Manager, Supervisor and Cleaners,– Including VAT)	
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OVERTIME COSTS		
OVERTIME COSTS		
SUPERVISOR		
<u>Saturday</u> Number of sessions (refer to tender specifications for overtime cleaning activities): 4	Cost for Supervisor per overtime session. R..... Total cost for all Supervisor's Saturday overtime sessions. R.....	
<u>Sunday</u> Number of sessions (refer to tender specifications for overtime cleaning activities): 4	Cost for Supervisor per overtime session. R..... Total cost for all Supervisor's Sunday overtime sessions. R.....	
OVERTIME COSTS FOR CLEANERS		
<u>Saturday</u> Number of sessions (refer to tender specifications for overtime cleaning activities): 4	Cost per cleaner per overtime session.	



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Number of cleaners: 72	R..... Total cost for all Saturday overtime sessions. R.....	
<u>Sunday</u>		
Number of sessions (refer to tender specifications for overtime cleaning activities): 4	Cost per cleaner per overtime session. R.....	
Number of cleaners: 72	Total cost for all Sunday overtime sessions. R.....	
TOTAL COST FOR ALL CLEANERS OVERTIME WORK (Aligned to the tender specifications) R.....		

B. TOTAL COST OVERTIME FOR THE FIRST 12 MONTHS (Combined: Supervisor and Cleaners – Including VAT)	
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CLEANING MATERIAL AND SANITARY CONSUMABLES AND SANITARY EQUIPMENT (REFER TO ANNEXURE A & C FOR SERVICES REQUIRED)	
Cleaning chemicals/requisites	Total Cost p/month R.....
Sanitary consumables to be used and sanitary equipment to be installed	Total Cost p/month (consumables) R..... Once-Off Total Cost (equipment) R.....
Deep Cleaning of Couches Number of couches: 48	Cost per couch, per term x number of couches R.....



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	x 2 terms (6 MONTHLY) R.....
Deep Cleaning of chairs <i>Number of chairs: 2,556</i>	Cost per chair, per term x number of chairs R..... x 2 terms (6 MONTHLY) R.....
Deep Cleaning of Carpet (15,000 square meters)	Cost per quarter x square meters R..... X 4 quarters R.....

**C. TOTAL COST FOR CLEANING MATERIAL AND
SANITARY CONSUMABLES AND SANITARY
EQUIPMENT FOR THE FIRST 12 MONTHS**
(Including VAT)

**CAR WASH SERVICE FOR POOL VEHICLES (REFER TO PART D FOR SERVICES
REQUIRED)**

N.B. The service provider must only claim for the work done (if cars have been washed less than two times in a month - the invoice must reflect this accordingly. Proof for the cars washed must be attached to the main invoice on a monthly basis).

Number of pool cars = (214)	Cost per vehicle per week R..... Total monthly cost for the total number of vehicles R..... Cost per vehicle x 2 (valet service – every six month) R..... Total monthly cost for the total number of vehicle R.....
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**D. TOTAL COST FOR CAR WASH SERVICE FOR THE
FIRST 12 MONTHS (Including VAT)**



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Gardener (Indicate number of full time gardeners) Number of Gardeners = 42	Full Time
Basic Salary	R.....
Provident Fund	R.....
Sick leave	R.....
SDL	R.....
Leave	R.....
COIDA	R.....
UIF	R.....
CCA	R.....
Bonus	R.....
Any Other Allowances	R.....
	Total monthly cost per Gardener R.....
	Total cost for number of Gardeners offered per month R.....

E. TOTAL COST FOR GARDENING SERVICE FOR THE FIRST 12 MONTHS (Including VAT)	
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ENVIRO LOO SERVICES (REFER TO ANNEXURE G FOR SERVICES REQUIRED)	
N.B. . Proof of enviro loos serviced must be attached to the main invoice on a quarterly basis).	
Enviro Loo = 6	Unit Cost per enviro-loo waste removal per quarter R..... Total quarterly cost for the total number of enviro loo R.....



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Septic Tank = 20	Unit Cost per septic tank waste removal per quarter R..... Total quarterly cost for the total number of septic tanks waste removal R.....
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F. TOTAL COST FOR ENVIRO-LOO AND SEPTIC TANK SERVICE FOR THE FIRST 12 MONTHS (Including VAT)	
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FUMIGATION SERVICE(REFER TO ANNEXURE F FOR SERVICES REQUIRED) N.B. . Proof of offices fumigated must be attached to the main invoice on a quarterly basis).	
Number of offices fumigated= 59	Cost per square meter per quarter R..... Total quarterly cost per square meters fumigated R.....

G. TOTAL COST FOR FUMIGATION SERVICE FOR THE FIRST 12 MONTHS (Including VAT)	
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SERVICE NAME	TOTAL MONTHLY COST (Including VAT)	TOTAL QUATERLY COST (Including VAT)	TOTAL HALF-YEARLY COST (Including VAT)	TOTAL COST FOR THE FIRST 12 MONTHS (Including VAT)
A. LABOUR COST EXCLUDING OVERTIME		N/A	N/A	
B. LABOUR OVERTIME COST ONLY	N/A		N/A	
C. CLEANING MATERIAL AND SANITARY CONSUMABLES		N/A	N/A	
D. CAR WASH COST		N/A	N/A	
E. GARDENING COST		N/A	N/A	
F. ENVIRO-LOO AND SEPTIC TANK COST	N/A		N/A	
G. FUMIGATION COST	N/A		N/A	
H. CAR VALET COST	N/A	N/A		
I. SANITARY EQUIPMENT ONCE-OFF COST	N/A	N/A	N/A	
J. OVERHEADS		N/A	N/A	

Total Bid Price (All Costs Included)

Total Bid Price per month: R.....

Total Bid Price for the 1st Year: R.....

TOTAL BID PRICE FOR THE FIRST 12 MONTHS (1ST Year)



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