



SPECIFICATION

FOR

RENDERING HYGIENE SERVICES ON CONTRACTUAL BASES FOR 3 YEARS

AT

VREDENBURG CAMPUS (STELLENBOSCH)

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To render hygiene services on contractual bases at **ARC-PHP Vredenburg Campus (Stellenbosch)**

1. BACKGROUND

The Agricultural Research Council (ARC) is a Research Science and Technology institution of excellence in South Africa. The ARC has a mandate for innovative and creative agricultural research, technology development and transfer aimed at the advancement of South African agriculture. Its operations are overseen by the ARC Council which is appointed by and accountable to the Minister for Agriculture.

In South Africa, sanitary waste disposal is regulated and governed by the following key legislations:

- Occupational Health and Safety Act, 85 of 1993
- The National Environmental Management: Waste Act, 59 of 2008
- The National Regulations on Healthcare Risk Waste (NEMWA Act, 59 of 2008)

The Agricultural Research Council (ARC) hereby invites suitably qualified and experienced service providers to submit bids for rendering **hygiene services** on contractual bases

2. PURPOSE

The purpose of this Request for Quotation (RFQ) is to solicit quotations from qualified suppliers for the rendering hygiene services on contractual bases. The quotations should be the same as the bill of quantities, no additional items should be added to the quotes.

3. SCOPE OF WORK/ DELIVERABLES

The service provider is expected to adequately address all items referenced in the Scope of Work below:

- Supply, Install and rental automatic paper towel dispenser white
- Supply, Install and rental SANS Bins manual white
- SANS Bins Service every 14 days (two weeks)
- Supply, Install and rental automatic Liquid soap dispenser white including soap
- Supply paper towel (6)

Monthly services include:

- The service provider must deliver the items the first of each month
- Soap dispensers serviced , refilled every 30 days
- Paper towel dispenser Installed and maintained
- Changing batteries if required
- The service provider must provide Training to properly install paper tower and soap dispenser to hygiene personnel

NB: Travelling shall be included in the monthly price to render the services

4. BILLS OF QUANTITIES

Item Description	Unit	Quantity	Rate	Total
Supply, Install, deliver and rental automated paper towel dispenser White	sum	9		
Supply, Install, deliver and rental SANS Bins manual white	sum	9		
SANS Bins Service every 14 days	sum	9		
Supply, Install and rental Liquid soap dispenser automated white including soap	sum	9		
Supply paper towel (6)	PKT	2		
			Sub-total	
			VAT @ 15%	
			Total	

4. TERMS OF REFERENCES

4.1 Contractors shall provide to the ARC (accompanying the bid document on the closing date/time) with the following administrative and compulsory information as listed in the below format:

- A valid Tax PIN number from SARS.
- Standard Bidding Documents (SBD forms)
- Central Supplier Database report (CSD report) showing a tax compliant status for the during of the bidding process.
- B-BBEE certificates

Note: Failure to submit the above-mentioned required information together with the bid document on the closing date may result in the contractor's bid to be rejected.

The following compulsory documents are required:

Document that must be submitted	Non-submission may result in disqualification.	
Three reference letters on similar projects	Yes / No	Bidders must submit three reference letters of successfully completed related or similar projects.
Registration as Waste Carrier Collector/Transporter	Yes / No	Bidders must submit prove for being a waste transporter with a Municipal waste department or Environmental Health division
Valid COIDA certificate	Yes / No	Bidders required to submit COIDA Letter of Good standing

Note: Blacklisted service provider/s who are on the National Treasury website will be disqualified

5. GUARANTEES

- ARC requires guarantees on all hardware provided by the supplier during the duration of the contract.
- The supplier shall observe all relevant ISO and SABS standards or any applicable related regulations or standards.
- The supplier shall in detail document what is covered by the guarantee as well as the terms and conditions during of the contract period.
- Ensure all equipment and services comply with relevant industry standards and regulations.
- The supplier shall in detail document what is covered by the Warranty and the duration for support services.

6. INSPECTION OF SITE AND EQUIPMENT

Before tendering, tenderers shall visit Vredenburg Research Farm to make themselves conversant with site and submit a quotation thereof.

All invited suppliers are kindly requested to attend a compulsory briefing session that will be held

ARC PHP Vredenburg Research farm

Off Adam Tas Road

Winery road (behind Heineken)

Stellenbosch

Date and time will be stipulated in the RFQ