



PROVISION OF CLEANING SERVICES FOR THE NELSON MANDELA MUSEUM AT BHUNGA BUILDING AND QUNU YOUTH & HERITAGE CENTRE FOR A PERIOD OF THREE (3) YEARS

NMM-2022-05

TERMS OF REFERENCE

1. BACKGROUND

The Nelson Mandela Museum (NMM) is a not for profit institution established by the government of South Africa as an agency of the National Department of Sports, Arts and Culture. It was established as part of a portfolio of legacy projects that seek to transform the heritage landscape from our apartheid past. At the same time, it is a resource for promoting economic development through tourism in an impoverished region of the country. The museum primarily houses collections of gifts to the nation given by Nelson Mandela to the museum to share his legacy with the nation.

The mandate of the Nelson Mandela Museum is to preserve and promote the legacy of Nelson Mandela and one of its main strategic goals is to improve the museum's public profile and access. This mandate is executed through the museum's two main facilities, the Qunu Youth and Heritage Centre, and the Bhunga Building in Mthatha CBD. The Bhunga Building doubles as the administrative office of the museum.

2. PURPOSE

Nelson Mandela Museum invites suitably qualified, professional, experienced and competent service providers to render ***Cleaning Services*** for the period of 3 years (36 months).

The purpose of the request for proposals is to solicit proposals from bidders (s) for the provision of cleaning services for the Nelson Mandela Museum. This document details and incorporates, as far as possible, the tasks and responsibilities of the potential bidder required by the Nelson Mandela Museum, for the provision of cleaning services. The appointed service provider is expected to provide the Nelson Mandela Museum with cleaning services that are consistent and reliable while maintaining a high level of satisfaction.

3. SCOPE OF THE SERVICE REQUIRED

3.1 The service provider will be expected to render comprehensive cleaning, hygiene and pest control services including scheduled/routine (as per the standard methods indicated below) day-to-day services and reactionary services as and when required. The service provider will also be required to provide special cleaning services on an ad hoc basis.

3.2 The Nelson Mandela Museum will require the above-mentioned services at its two sites, namely Bhunga Building and Qunu Youth & Heritage Centre. However, the provision of cleaning services at Qunu Youth Centre will commence when the site has been officially handed over to the Nelson Mandela Museum as it is currently under refurbishment.

3.3 The list below is an itemized account of areas and items found in both buildings consisting of a brief description of the method and frequency of cleaning required in terms of “Standard Cleaning” norms. It is the bidder’s responsibility to ensure that all areas of the facilities are kept clean at all times and to perform a continuous internal audit ensuring adequacy in the frequency of cleaning and methodology

BHUNGA BUILDING

ITEMS	STANDARD CLEANING METHOD	FREQUENCY
OFFICES		
Blinds	Vertical – remove dust Horizontal – damp wipe	Daily
Carpets	High and low traffic areas – Vacuum	Daily
Wooden Floor	Damp wipe with flat mop Polish	Daily Weekly
Ceilings	Dust and wipe air vents	When necessary
Walls	Wipe and remove dirt/ markings	When necessary
Chairs	• Fabric – vacuum • Spot clean	• Daily • Quarterly

	- Shampoo Vinyl and leather - Dust	- Daily - Daily
Desks	Natural/unsealed wood - dust - polish	Daily Twice weekly
	Sealed wood/glass/formica - dust & damp wipe - polish	Daily Weekly
Doors	Remove finger marks on glass and push plates.	Daily
	Dust or damp wipe.	Daily
Electronic	Dust.	Daily

ITEMS	STANDARD CLEANING METHOD	FREQUENCY
Equipment	Damp wipe.	Daily
	Empty shredder	Daily
	Water dispenser refill and cleaning	Daily
OPEN/COMMON AREAS		
Fire Escapes/ Stairs	Treads – sweep	Daily
	Hand rails – damp wipe	Daily

Floors – High Traffic (Exhibition Areas, Front Entrance, Court Yard, Waiting Area, Security Room & Corridors)	Remove dust with mop or disposable cloth.	Daily
	Damp mop for soilage	Daily
	Spray clean or burnish using a mechanised system: light scrub & apply maintenance coat.	Weekly
	Strip clean and reseal.	Weekly
Floors – Low Traffic (New Building Open Spaces, Receiving Rooms, Basement Areas, Main Control Room, Tour Guides Office, Library)	Remove dust with mop or disposable cloth sweeper.	As and when required
	Carpet- Vacuum	As and when required
	Damp mop for soilage.	As & when required
	Spray clean or burnish using a mechanized system.	As & when required
	Light scrub and apply maintenance coat.	As & when required
	Strip clean and reseal.	As & when required
Furniture	Natural/unsealed wood	
	- dust	Daily
	- polish	Twice weekly
Partitions	Spot clean.	Daily

	Clean glass with glass cleaner.	Daily
Pictures	Dust frames.	Daily
	Damp wipe frames.	As & when required
	Clean glass with glass cleaner.	As & when required
Uncovered Pipes	Dust and Damp wipe.	As & when required
Power Skirt and Plugs	Dust and damp wipe.	Daily
Railings	Dust and Damp wipe railings and glass panels	Daily

ITEMS	STANDARD CLEANING METHOD	FREQUENCY
Rubbish Removals (meetings rooms and workstations)	Empty bins	2x Daily
	Change bin liner (bathroom and kitchen).	Daily
	Damp wipe removes stains and disinfect.	Daily
Walls	Glass (normal height) – damp wipe.	Daily and when necessary
	High rise walls requiring special skills and equipment.	
Windows	Normal height windows	As & when required
	High-rise windows requiring special skills and equipment.	As & when required

Workstation Screens	Glass - Dust and damp wipe.	Weekly and/ or when necessary
	Fabric - Vacuum and Shampoo.	Monthly and/ or When necessary
Tables	☐ In the kitchen – wet wipe & disinfect/sanitize ☐ Other areas – as for “Desks”.	Daily
Parking	Remove litter.	Daily
	Remove dust using mechanical sweeper or broom.	Daily
	Remove oil spillage with degreaser	As & when required
Kitchenettes	Floors - damp mopped/wet wiped and dried.	Daily
	Walls and cupboard doors - wet wiped and dried.	Daily
	Washing kitchen utensils	2x Daily
	Cupboard storage cleaned, wet wiped and disinfected.	Weekly
	Microwave- cleaned, wet wiped.	Daily
	Fridge- cleaned, wet wiped.	Weekly
Lamps	Dusted.	When necessary
	Wipe.	When necessary
Lifts	Thorough cleaning	Daily
ITEMS	STANDARD CLEANING METHOD	FREQUENCY

BATHROOMS		
Bathrooms	Ensure usability and replenish consumables (toilet paper, hand towels; seat sanitizer and soap, etc.).	Daily
	Remove spoilage from bowl and under flush rim with hard surface cleaner and brush.	Daily
	Remove mineral deposits.	Daily
	Wet wash with disinfectant seat and lid, cistern and pipes, etc.	Daily
	Wet wipe doors and walls. Note: It is the bidder's responsibility to ensure that ablutions are in a usable condition at all times.	Daily
Basins	Wet wipe with hard surface cleaner.	Daily and/or when necessary
	Remove mineral deposits.	Daily

QUNU YOUTH & HERITAGE CENTRE

ITEMS	STANDARD CLEANING METHOD	FREQUENCY
OFFICES		
Blinds	Vertical – remove dust Horizontal – damp wipe	Daily
Carpets	High and low traffic areas – Vacuum	Daily
	Damp wipe with flat mop	Daily
Wooden Floor	Polish	Weekly
Ceilings	Dust and wipe air vents	When necessary
Walls	Wipe and remove dirt/ markings	When necessary
Chairs	• Fabric – vacuum • Spot clean	• Daily • Quarterly • Daily

	- Shampoo Vinyl and leather - Dust	Daily
Desks	Natural/unsealed wood - dust - polish	Daily Twice weekly
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Doors	Remove finger marks on glass and push plates.	Daily
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Equipment	Damp wipe.	Daily
	Empty shredder	Daily
	Water dispenser refill and cleaning	Daily
OPEN/COMMON AREAS		
Fire Escapes/ Stairs	Treads – sweep	Daily
	Hand rails – damp wipe	Daily

Floors – High Traffic	Remove dust with mop or disposable cloth.	Daily
	Damp mop for soilage	Daily
	Spray clean or burnish using a mechanised system: light scrub & apply maintenance coat.	Weekly
Block A- Change Rooms, Ablutions	Strip clean and reseal.	Weekly
Block B- Sports Hall		
Block C-Dining Hall		
Block D- Dormitories (12 rooms, bathrooms, showers & toilets)		
Block E- (Bedrooms X 6 with bathrooms, showers & toilets)		
Block F – Conference Facilities x 2		
Block G- Admin Block, Offices X2, Storeroom		

Block H- Restaurant: Kitchen, Dining Hall & Bathroom Block J –Paved Open Space Block K- Exhibition Halls Block L- Exhibition Block M1- Projects Block M2-Luandry & Media Centre Block N- Public Toilets Block P- Caretakers House-Ablutions, Kitchen. Gaurdroom		
Furniture	Natural/unsealed wood - dust	Daily

	- polish	Twice weekly
Partitions	Spot clean.	Daily
	Clean glass with glass cleaner.	Daily
Pictures	Dust frames.	Daily
	Damp wipe frames.	As & when required
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	Microwave- cleaned, wet wiped.	Daily
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Lamps	Dusted.	When necessary
	Wipe.	When necessary

Showers	Wet wipes	Daily
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	Remove spoilage from bowl and under flush rim with hard surface cleaner and brush.	Daily
	Remove mineral deposits.	Daily
	Wet wash with disinfectant seat and lid, cistern and pipes, etc.	Daily
	Wet wipe doors and walls. Note: It is the bidder's responsibility to ensure that ablutions are in a usable condition at all times.	Daily
Basins	Wet wipe with hard surface cleaner.	Daily and/or when necessary
	Remove mineral deposits.	Daily
Accommodation	Laundry	Daily/ as & when required

Facilities	Ironing	Daily/ as & when required
	Bedding	Daily/ as & when required
	Cleaning	Daily/ as & when required

3.4 Standard Hygiene Methods (Bhunga & Qunu Youth & Heritage Centre)

The Service Provider shall supply all hygiene consumables required to render the hygiene services and shall be responsible for the maintenance thereof. The service provider must ensure that defective equipment are either replaced or repaired within 12 hours from the time such equipment is reported by NMM Security, Facilities & Logistics representative.

Activities	Requirements	Service Frequency
Sensor Hand Towels Dispenser	☐ Already on both sites	• Serviced as and when

Activities	Requirements	Service Frequency
plus batteries		required

Wall waste bins	☐ Already available on both sites	• Service as and when required
Q-Cut perforated double ply hand towels	☐ To be installed in all kitchen for drying hands	• Delivered monthly • Replenished by the cleaning services personnel as and when required
Warm Air Dryers	☐ Already available on both site	• Serviced as and when required
Toilet Rolls Holders (TR 3)	☐ Already available on both site	• Serviced as and when required. Toilet rolls replenished by the cleaning services personnel
Seat Hygiene	☐ To wipe the toilet seat	• Monthly refill seat hygiene
Urinal Sanitizer	☐ Disinfect and clean the urinals in the male bathrooms	☐ Serviced monthly by the service provider
No-Touch Sanitary Bins	☐ Already available on both sites	☐ Empty and disinfect on a weekly basis
Hand Soap Dispenser	☐ Already available on both sites	• To be serviced weekly i.e. replenish the hand soap

Digital Air Freshener	☐ Already available on both sites	☐ Serviced and replenished by the service provider as and
Activities	Requirements	Service Frequency
		when required
Deep Cleaning	• Basins • Toilets • Urinals • Showers • Bathroom floors and walls • Kitchens (floors, cooking equipment etc.)	☐ Monthly
Pest Control	☐ All areas in both buildings (Tamper proof boxes, rats/mice, cockroaches, paper mites fleas, ants, etc (Bhunga Building & Qunu Youth & Heritage Centre)	☐ Quarterly

5.5 Staff Compliment Required

Building	Total Number of Staff Required	Number of Supervisor Required	Days per week

Bhunga Building	9 (minimum, both gender represented)	1 for each site	Monday - Sunday
Qunu Youth & Heritage Centre	10 (minimum, both genders represented)		Monday - Sunday

5.6 Consumables/Equipment

All consumables/detergents should be of South African Bureau of Standards (SABS) acceptable quality standard. An acceptable quality standard would be equipment of a brand name that is recognized within the facilities management industry as being durable in composition and reliable in service. Each serviced area needs to be allocated sufficient equipment per site.

The service provider shall be responsible for maintenance of all equipment and ensure that defective equipment is replaced within 12hrs from time which it was reported

List of Equipment required, but not limited to the following:

- Low noise industrial vacuum cleaners;
- Industrial Mops;
- Janitorial trolleys (single and double);
- Step ladders (short and long);
- High pressure cleaners;
- Industrial scrubbing machine with buffing accessories;

- Microfiber colour coded cleaning clothes;
- Brooms, hand carpet brush, dust pans;
- Electrical extensions; and
- Wet floor caution signs, etc.

OHS Compliance

- The bidder must confirm compliance to Occupational, Health and Safety Act.
- Provide your OHS Plan which includes Policy, Scope of Works /Safe Works

Statutory Labour Requirements

- The bidder must comply with relevant statutory labour requirements.
- Provide letters of good standing from the relevant institutions/ departments on Workman's Compensation, UIF and Provident Fund.
- Quarterly the service provider must provide proof of compliance

Insurance

- The bidder must, at his own expense, take out sufficient insurance against any claims, costs, loss and/or damage ensuing from his obligation and shall ensure that such insurance remains operative for the duration of this agreement. A copy of such insurance must be handed to NMM as part of compliance evaluation process.

Staff Uniform and Personal Protective Equipment (PPE)

- The bidder must ensure adequate provision of PPE that is compliant to all regulatory requirements of the cleaning service.
- All personnel should wear an acceptable contractor's uniform i.e. the contractor's personnel outlook should befit that of a corporate environment in terms of aesthetics.
- The bidder should ensure that employees are easily identified by providing name tags depicting the company logo and name for their staff members i.e. company branded name tags.

Cleaning Equipment, pest control and consumables supply

- The bidder shall provide all general and specialized equipment required in the provision of this service.
- Consumables must be provided by contractor.
- NMM will provide storage facilities/space in respect of equipment, chemicals and consumables keeping.

- The bidder must use only SABS approved equipment & bio- degradable (eco-friendly) chemicals.

Damage Compensation

- The bidder will be responsible for any damages or thefts that may be caused, to NMM premises or contents by him/her or his/her employees due to their neglect, whether in the normal execution of their duties and claim for indemnification can accordingly be imposed by NMM against the service provider.

Contractor Induction

- The bidder will be expected to attend an induction meeting where a formal handover will be conducted and be familiarized with NMM site compliance requisites, policies and procedures prior to commencement of the service contract.
- The bidder must, in the induction meeting, bring all staff to be deployed at the NMM with the following information: Name, Address and ID Number.
NB: NMM reserves the right to request removal of any personnel on site deemed not to be compliant with NMM policies and procedures.

Cleaning Staff

- The bidder shall ensure that the personnel to be deployed at NMM are vetted and have no criminal records. *Note: NMM reserves the right to verify such before work commencement.*

- The cleaning staff and management on site must be able to communicate, read and write in English.
- . No information concerning NMM activities may be furnished to the public or news media by the contractor and his employees.
- The cleaning staff are prohibited from reading documents in offices or unnecessary handling thereof.
- All contractor management/ supervisory staff should have access to cellphone 24/7 for ease of communication in cases of emergency.

4. TERMS AND CONDITIONS

- All costs and expenses incurred by the potential service providers relating to their
- project proposal will be borne by each respective service provider. NMM is not liable to pay such costs and expenses or to reimburse or compensate service providers in the process under any circumstances, including the rejection of any proposal or the cancellation of this project.
- NMM reserves the right to request new or additional information regarding each bidder and any individual or other persons associated with its proposal.
- NMM may require responsive bidders to present and discuss their proposals in person.

- NMM reserves the right not to make any appointment from the proposals submitted.
- Bidders shall not issue any press release or other public announcement pertaining to details of their project proposal without the prior written approval of NMM.
- Bidders are required to declare any conflict of interest they may have in the transaction for which the bid is submitted or any potential conflict of interest. It is important that bidders declare their conflict of interest through completion of relevant attached forms.
- NMM reserves the right not to consider further any bid where such a conflict of interest exists or where such potential conflict of interest may arise.
- Any and all project proposals shall become the property of NMM and shall not be returned.
- The bid offers and proposals should be valid and open for acceptance by NMM for a period of 120 days from the date of submission.
- NMM reserves the right not to award the bid to the bidder that scores the highest points. Disputes that may arise between NMM and a bidder must be settled by means of mutual consultation, mediation (with or without legal representation) or, when unsuccessful, in a South African court of law.
- In addition to adherence to the specific terms and conditions of proposals, provided in this document, the bidder shall be bound by the provisions of the

General Conditions of Contract, an original signed copy of which must be submitted together with all other bid documentation.

- All returnable bid documents must be completed in full and submitted together with the bidder's proposal. Should the returnable documents not be completed, the bid will not be considered any further.
- The successful bidder will be subject to supplier clearance process as prescribed by the National Treasury. This process includes, verification of supplier and its shareholders/directors/members' status on the list of defaulters and restricted suppliers.
- After the successful service provider has received the appointment letter, they must be able to deliver in full compliance with South African approved standards and in compliance to the specifications provided.
- No tender shall be awarded to a bidder whose name (or any of its directors or partners or associates and/or attorneys) appears on the Register of Defaulters kept by the Treasury, or who have been placed on the National Treasury's List of Restricted Suppliers. The NMM reserves the right to withdraw an award or cancel the Service Level Agreement concluded with the bidder should it be established, at any time, that a bidder has been blacklisted with the National Treasury by any Government Institution
- No tender shall be awarded to a bidder whose tax affairs are not in order. NMM reserves the right to withdraw an award made, or cancel the Service Level Agreement concluded with the successful bidder(s) should it be established that such bidder was in fact not tax compliant at the time of the award, or has submitted a fraudulent Tax Clearance Certificate to the NMM

5. ACCOUNTABILITY

The service provider will be accountable to and under the direction of the CEO of the NMM in the performance of the assignment duties.

6. PRICING INSTRUCTION

- The provision of cleaning services must be rendered as per the requirements of the NMM, and it must be invoiced on completion;
- The bid and the total price for the provision of cleaning services may not be exceeded;
- Amounts due to the Service Provider shall be paid by the NMM within thirty (30) days of receipt of the invoice.
- The NMM reserves the right by giving written notice to the service provider to stop the works' progress at any time. Should the client exercise this right, the NMM will pay the service provider for work done and expenses incurred only up to the time that the notice was given.

7. RETURNABLE DOCUMENTS

Service providers are required to submit all the returnable documents together with their proposal. ***Failure to provide all the Compulsory Returnable Documents at the closing date and time of this RFP will result in a respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Proposals. Failure to submit the Supporting documents for functionality scoring will result in a scoring of zero.***

7.1 Compulsory Returnable Documents

- Duly signed & completed **SBD 1** Invitation to BID
- **SBD 2** Tax Clearance Requirements
- Duly signed & completed **SBD 3** Pricing Schedule
- Duly signed & completed **SBD 4** Declaration of Interests form.
- Duly signed & completed **SBD 6.1** Preference points claim form (valid BBBEE certificate must be submitted together with this completed document).
- Duly signed & completed **SBD 7.2** Contract Form (Rendering Services).
- General Conditions of Contract
- Duly signed & completed **SBD 8** Declaration of Bidder's Past Supply Chain Management Practices.
- Duly signed & completed Duly signed & completed **SBD 9** Certificate of Independent Bid Determination.
- Proof of CSD registration
- Proof of registration with National Contract Cleaners (NCCA) or any other cleaning affiliation
- Proof of wage paid to employees; should not be less than minimum wages as per:
 - Labour Relations Act
 - UIF Letter of good standing
 - COIDA letter of good standing
- Certificate/ records of compliance with Occupational Health and Safety Act (OHSA)
- Proof of minimum R 1 000 000 (R1m) liability cover or letter of intent

7.2 Supporting Returnable Documents (for functionality scoring)

- Project Proposal
- Proof of delivery capacity
- Proof of relevant qualifications
- Proof of company experience

7.3 Essential Supporting Documents

- Valid and certified copy of BBBEE certificate or affidavit on or before the closing date and time **(failure to submit on or before the closing date will result in an automatic score of zero for preference)**

8. VALIDITY PERIOD

- Bid submissions **must** be valid for a period of 120 days.

9. COMPLULSORY SITE INSPECTION MEETING

Bidders must attend a compulsory site inspection meeting scheduled as follows:

Date: 24 August 2022

Venue: Qunu Youth & Heritage Centre, then Bhunga Building

Time: 11:00

10. EVALUATION CRITERIA

- **Phase one:** Compliance to the terms of reference and conditions of the tender. Failure to submit the stipulated compulsory returnable documents of the tender will automatically disqualify your tender on this phase.
- **Phase two:** The bid will be evaluated and adjudicated using the 80/20 system (80 for Price and 20 for BBBEE). Functionality will be scored at a maximum of 100 points whereby the bidder must obtain a **minimum of 70 points** to qualify for the financial evaluation according to the criteria captured in the table below:

CRITERIA FOR FUNCTIONALITY	BREAKDOWN OF POINTS	WEIGHT
Project Proposal The service provider must provide NMM with the project implementation and rollout plan for cleaning, hygiene and pest control services. Please outline how the following regulations are adhered to. • The service provider must demonstrate if they have the necessary capacity to provide the required service. This may include but not limited to the following. - o Resources e.g. equipment, staff, etc. • Procedure to be followed in the preparation for commencement of the contract.	Excellent =20 points Good = 11 -15 points Average = 10 points Poor =1- 9 points Not submitted= 0 points	20

• Sourcing of material required for this tender • Timeline for implementation. • Training Plan for proposed staff.		
Delivery Capacity The service provider must demonstrate if they have the necessary capacity to provide the required service. This may include but not limited to the following. o Resources e.g. equipment, staff, offices etc Physical verification by NMM personnel, will be conducted for the top 3 scoring bidders for price & BBEE.	Relevant proof submitted= 10 points No submission= 0 points	10
Relevant Qualifications Relevant health and safety certificate	Relevant certificate= 10 points Irrelevant certificate/ failure to submit = 0 points	10

Company Experience The company demonstrate proof rendering similar services, it must provide the NMM with contactable references (current and/or completed). Please provide signed letters of reference, to include company name, contact person and contact details (telephone number and e-mail) in the recommending company's letterhead. Reference letters must not be older than 5 years. No appointment letters or Purchase Orders will be accepted.	7 or more reference letters= 40 points 5-6 reference letters= 30 points 3-4 reference letters = 20 points 1-2 reference letters= 5 points No reference letters submitted =0 points	40
Company Location	Within OR Tambo region= 20 points Within the Eastern Cape=15 points Within the borders of South Africa=10 points	20

	Outside South Africa= 0 points	
	No proof submitted= 0 points	
TOTAL	100	

11. SUBMISSION OF TENDERS

The bid submissions must be returned to the **Nelson Mandela Museum, Bhunga Building, Corner Nelson Mandela Drive & Owen Street, Mthatha.**

- Service providers are requested to furnish the NMM with two copies of their submissions (an original and a copy).
- Submissions are to be deposited in the allocated Tender Box clearly marked with reference and this bid's title.
- NMM will not be responsible for any submissions placed in an incorrect box and submissions left with the security officers or any employee of the NMM, which may lead to the submission not deposited into the tender box by the closing date.
- NO LATE, FAXED OR EMAILED QUOTATIONS SHALL BE ACCEPTED.
- **CLOSING DATE FOR THE SUBMISSION OF PROPOSALS IS**

2 September 2022 @ 12:00

- Tender documents will be sold for a non-refundable fee of R300, deposited into:

ABSA BANK

Account Number: 405 200 2226

Branch Code: 632 005

Reference: NMM-2022-05 + Name of the bidding company

Email proof of payment to mihlali@nelsonmandelamuseum.org.za

12. DISCLAIMERS

The NMM is not committed to any course of action as a result of its issuance of this bid document and/or its receipt of a bid in response to it. Please note that the NMM reserves the right to:

- modify the bid document's service(s) and request Respondents to re-quote on any changes;
- reject any bid submission which does not conform to instructions and specifications which are detailed herein;
- disqualify bids submitted after the stated submission deadline;
- not necessarily accept the lowest priced bid;
- cancel the tender

13. ENQUIRIES

All communications and enquiries/requests for clarification relating to this proposal should be directed to the contact person:

FOR BID ADMINISTRATION & SERVICE PROVIDER SPECIFICATIONS	
Ms M Mputa	
Tel: 047 501 9504	
Email: mihlali@nelsonmandelamuseum.org.za	
Supply Chain Officer	
<i>Technical Enquiries:</i>	
Mr S. Mazwana	
Tel: 047 501 9516	
Email: siviwe@nelsonmandelamuseum.org.za	
SFL Officer	

All enquiries must be forwarded to the relevant NMM personnel by no later than 26 August 2022 @ 16:30.

Dr Vuyani Boo

Chief Executive Officer

