

CONFIDENTIAL



**OUTSOURCING OF SERVICE PROVIDER FOR THE
REMOVAL AND DESTRUCTION OF HEALTH CARE
RISK WASTE FOR EASTERN CAPE PROVINCE
OVER A PERIOD OF THREE (03) YEARS**

SPSC / B / 039 / 2023

FOR DEPARTMENT OF DEFENCE

SIMON'S TOWN PROCURMENT SERVICE CENTRE

CLOSING DATE: 13 DECEMBER 2023

TIME: 11H00

VALIDITY: 120 CALENDAR DAYS

CONFIDENTIAL

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Contact Information

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SECTION D:

Special Conditions of Contract

CONTACT INFORMATION**Technical Information:**

Contact: Warrant Officer Class One T.S. Tsogang
Email Address: spsctechsection@gmail.com
Office Tel No: (021) 787 5207

Administrative Information:

Contact: Flight Sergeant Crous
Email Address: spsctechsection@gmail.com
Office Tel No: (021) 787 5034

Address for depositing of bid documents

Street: Simon's Town Procurement Service Centre
No. 2 Arsenal Road
Simon's Town
7995

BID SUBMISSIONS

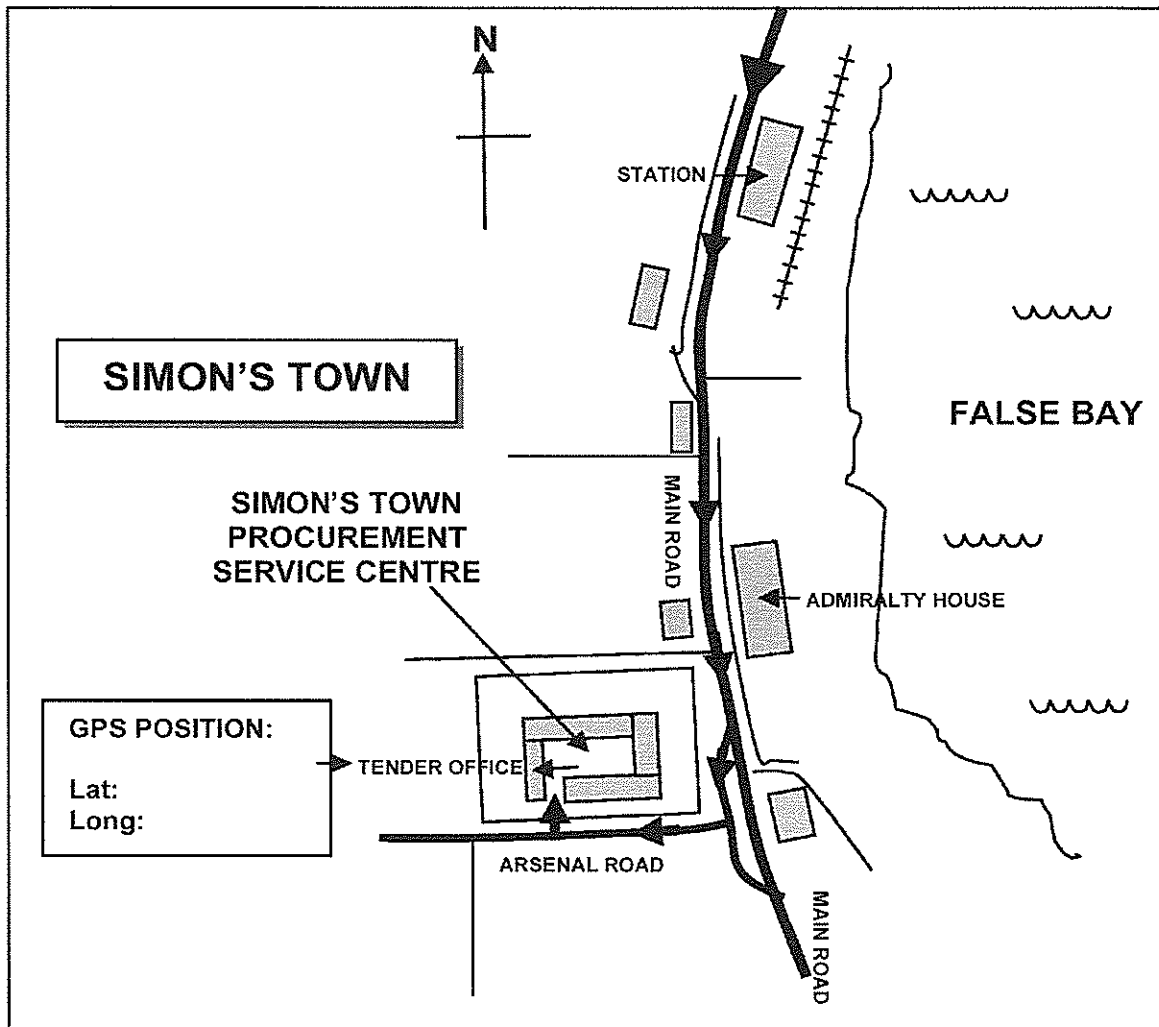
Closing period of bid: Minimum 21 Calendar days

Validity of Bid: 120 calendar days

GPS CO-ORDINATES TO SPSC BID BOX:

S 34° 11. 530'

E 18° 25. 591'

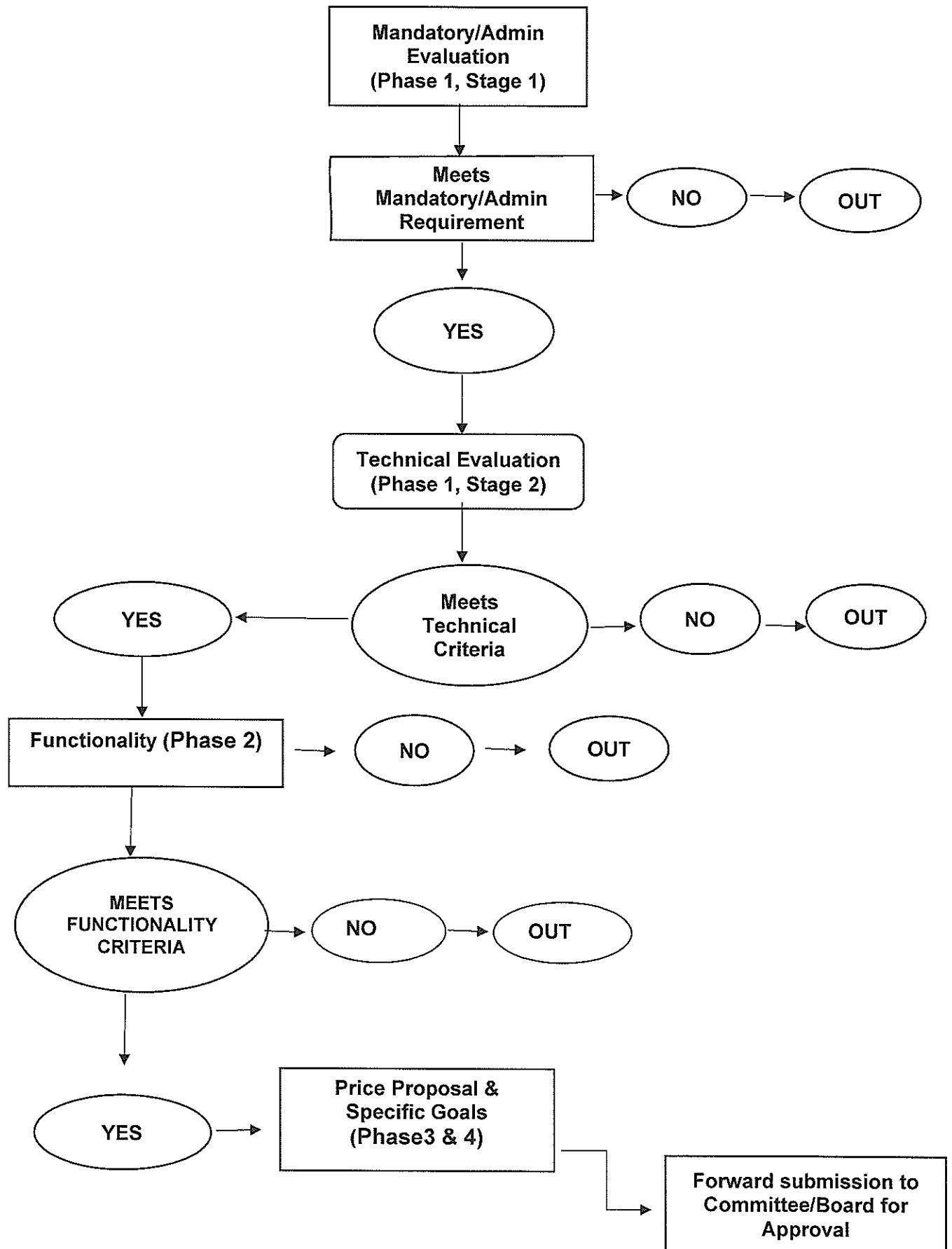


BID EVALUATION INSTRUCTIONS

1. All entries are to be completed in any **non-erasable ink** of your choice preferably **Blue** or **Black** ink. Amendments, scratching out, use of Tippex and omission to any documents will Invalidate the bid.
2. Except where otherwise indicated, all questions must be completed.
3. No bids received by telegram, telex, email, facsimile or similar medium will be considered. The original bid must be deposited at the entrance (green box) or handed in at the Bid receipt section at SPSC, 2 Arsenal Road, Simon's Town.
4. The bidder is responsible for all the costs that they shall incur related to the preparation and submission of the bid document
5. All information regarding the evaluation process must be treated as confidential.
6. The **2 ENVELOPE** system will be utilized. Bidders are required to submit two separate, properly sealed envelopes, both clearly marked with the Company Name, Bid Number and Closing Date.
 - a. **Envelope 1:** Pricing Schedule and Cost Breakdown (**Only Pricing Schedule & Cost Break down in envelope 1**)
 - b. **Envelope 2:** SBD documents, Specification/Scope of Work and all other required documents.

NOTE THAT IF THE DOCUMENTS ARE SUBMITTED IN ONE ENVELOPE AND NOT IN TWO ENVELOPES AS INDICATED ABOVE, THIS OFFER WILL BE INVALIDATED

7. The bids will be evaluated according to the following criteria:
 - a. Mandatory Criteria and Administration Criteria (Phase 1, Stage 1)
 - b. Mandatory Technical evaluation (Phase 1, Stage 2)
 - c. Functionality Phase 2
 - d. Price and Specific Goals (Phase 3 & 4)
8. This requirement will be awarded using the 80/20 principal
9. This requirement will be awarded as per case.
10. No late bids will be accepted after the closing date and time.
11. Bidders should confirm via email they will be attending the compulsory briefing session (spscbidinvitation@gmail.com).

EVALUATION PROCESS

MANDATORY AND ADMINISTRATION EVALUATION CRITERIA

Phase 1: Bidders will be evaluated as follows:

Phase 1 Stage 1: Compliance to Mandatory and Administration Evaluation Criteria, bidders that do not fully comply with the Mandatory and Administration Evaluation Criteria will be eliminated/ excluded and **will not proceed to Phase 1 Stage 2.**

S/NO	Criteria
	A
	Phase 1, Stage 1
	Phase 1, Stage 1, Mandatory Evaluation Criteria
1.	<u>Pricing Schedule:</u> All fields on this document must be fully completed. Attention must be given to page 1, Bidder's Information, Total Unit Cost, Total Cost and Specific Goals must be completed. The total price must include all hidden costs such as transport, reusable containers, red plastic bags, incineration / destruction of the HCS categories etc. The bid must be submitted in the <u>Two (2) envelope system as follows:</u> a. Envelope 1: Pricing Schedule & Cost Breakdown (Only Pricing Schedule and Cost Breakdown in Envelope 1) b. Envelope 2: SBD documents, Scope of Work and all other required documents. NOTE THAT IF THE DOCUMENTS ARE SUBMITTED IN ONE ENVELOPE AND NOT IN TWO ENVELOPES AS INDICATED ABOVE, THIS OFFER WILL BE INVALIDATED Failure to submit these documents as indicated by the closing date and time will invalidate this offer. Appendix A
2.	<u>SBD 4 - Bidders Disclosure:</u> This document must be fully completed. Failure to submit this document as indicated by the closing date and time will invalidate this offer. Appendix B
3.	<u>SBD 6.1 Preference Points Claim Form:</u> This document must be fully completed. Failure to submit this document as indicated by the closing date and time will forfeit your Specific Goals points. Appendix C
4.	<u>Compulsory Briefing Session Certificate:</u> Suppliers/Contractors are advised to send a technically knowledgeable representative to the Briefing Session. Failure to attend the compulsory Briefing Session and submit the completed and signed Briefing Session certificate by the closing date and time will invalidate your offer. Appendix D

S/NO	Criteria
	A
	Phase 1, Stage 1
	Phase 1, Stage 1, Mandatory Evaluation Criteria
5.	Registration Authority and Permits: Bidders must submit <i>certified proof of current and valid registration</i> of the following Registration Authority and Permits, 1. Proof of registration with Department of Forestry, Fishery and the Environment for treatment and disposal facilities that will be used. 2. Vehicle registration as per requirements of the traffic department, 3. Permit to operate as HCRW transporter in EC Province, 4. Storage facility(s), 5. Treatment plant / Safe disposal facilities, 6. Landfill Permit, 7. Department of Forestry, Fisheries and the Environment (Hazardous Waste Management) which complies with EC Province regulations, 8. Registered Pharmacist as per South African Pharmacy Council (SAPC) requirements, 9. ISO 9001: Quality Management System, 10. ISO 14000 Series Environmental Management System, 11. Should a bidder not have a treatment plant/safe disposal facilities or landfill site, the following must be provided with the bid; a. Service level agreement with the registered treatment facility. b. Service level agreement with the registered landfill/disposal facility. Failure to submit these documents as indicated by the closing date and time will invalidate this offer. Appendix E

S/NO	Criteria
	A
	Phase 1, Stage 1
	Phase 1, Stage 1, Administration Evaluation Criteria
6.	<u>SBD 1 / Invitation to Bid:</u> This document to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix F
7.	<u>Central Suppliers Database (CSD) Full Registration/Summary Report:</u> The CSD Full Registration/Summary Report should be submitted. The supplier should be: i. Tax Compliant on day of award. If not compliant, a grace period of 7 days will be given to update this status. ii. Successfully verified bank details iii. Physical Address type iv. Suppliers should be registered for the commodity/service required for this bid. Failure to submit the CSD full Registration/Summary Report by the closing date and time may invalidate this offer. Appendix G
8.	<u>SPSC Indemnity Agreement Form:</u> This document to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix H
9.	<u>Written Agreement wrt Occupational Health and Safety Agreement (OHASA):</u> The OHASA agreement, signed amongst the DOD and bidder to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix I
10.	<u>SPSC Group Questionnaire:</u> This document to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix J
11.	<u>Defence Intelligence Questionnaire (D.I.)</u> The DI Vetting form to be completed in full. Failure to submit the DI Vetting form and required documentation as indicated, by the closing date and time may invalidate this offer. N.B. The short listed companies will be requested to submit thumb prints. Appendix K
12.	<u>Price list for replacing of Containers:</u> Bidders must provide a pricelist for the replacement of containers, in the event that a container is severely damaged due to negligence by any member from SAHMS if proven so. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix L

MANDATORY TECHNICAL EVALUATION

Phase 1 Stage 2: Bidders must comply with Scope of Work. Bidders who do not will be invalidated/ excluded and will not proceed to Phase 2.

S/No	Criteria
	Phase 1 Stage 2
1.	STATEMENT OF WORK: The bidder's compliance must be indicated on last page of the Specification by means of signing at the bottom of the page in the given space for each category: Health Care Risk Waste (HCRW) B-28, Medical Waste Specific Requirements & Specifications (B-32), Pharmaceutical Waste Removal (B-36) and Removal of Chemical Waste (B-40). The most suitable supplier will be awarded in accordance with compliance to Statement of Work and fit for purpose A separate attached signed letterhead shall be used if space provided is inadequate for listing the deviations. It shall clearly list the relevant paragraphs and, in detail, the deviations from that stated/specified. This Statement of Work shall not be used for any purpose other than tendering or manufacturing. No alterations shall be allowed without the consent of the Simon's Town Procurement Service Centre Failure to comply will invalidate this offer. Appendix M
	Phase 1 Stage 2
2.	Spill Kits: The contractor must make available emergency spill kits to all SAMHS Health Care Facilities. Bidder to list the contents of emergency spill kits. This information must be submitted on a separate page. Failure to comply will invalidate this offer. Appendix N

FUNCTIONALITY CRITERIA

3. **Phase 2:** This phase will be evaluated by means of compliance to specification / scope of work. Bidders not excluded or invalidated based on Phase 1 will be considered for Phase 2. All bidders who score less than 70% will be excluded from the next phase of the evaluation.

Functionality Criteria
a. Experience Appendix O
b. Project Execution plan Appendix P
c. Inspection of premises Appendix Q

Phase 2: Functionality Criteria				
	Functionality Criteria			
1.	<u>Experience:</u> Bidders shall be evaluated for experience.			
	1. The company will be awarded points for providing a proof and /or certification of experience in the removal and destruction of health care risk waste industry. Such experience should be substantiated by proof and /or certification of: a. Classification of waste. b. Legal compliance c. Safe handling of HCRW d. Basic health and safety e. Emergency procedures f. Basic infection control g. Injuries on duty			
2.	Project Execution Plan: Bidders shall be evaluated for the Project Execution Plan. The project execution plan should address how the bidding company intends to address the entire Scope of Work as stipulated by the South African Military Health Services. Below are critical points they should address.			
	a. How the company intends to address the following: i. Training of DOD members with regards to handling of waste removal materials e.g. bins etc. ii. Response in case of emergency. iii. Emergency procedure wrt security (break in) and HCRW tampering. b. The intended methodology from collection to destruction and landfilling: i. How the waste will be collected & weighed. ii. The transportation method of the HCRW. iii. The safe keeping of the HCRW (Storage). iv. The destruction and disposal method of the HCRW in terms of the latest regulations.			

	c. Contingency plans in the case of the following: i. Vehicle accidents carrying the HCRW. ii. Hijacking of the vehicles carrying HCRW. iii. Rapid increase in HCRW from the Health care facilities iv. Spillages or accidental contamination (pricking) at collection, in-transit, storage or disposal sites. v. In case of worker absenteeism due to strikes, unrest, sickness, Quarantine and act of nature.			
3.	Inspection of Premises: The bidders who have progressed to Phase 2 (Functionality) will be required to host a site inspection of the business premises which will include a report where the End User will confirm the following:			
	a. Compliance of vehicles such as correct branding, registration, permit to operate as a HCRW transporter b. HCRW consumables samples as per SANS requirement: i. Red plastic bags ii. Boxes and lids iii. Sharp container iv. Bins v. Pharmaceutical Waste container vi. Chemical Waste container c. Compliance of incineration facilities to the latest Legislation d. Landfill Site i. Registration (Classification requirement class A/HH) ii. Service level/corporation agreement e. Storage facility(s)			
Total Functionality (All bidders who score less than 70% will be excluded from the next phase of the evaluation)				

Phase 3 & 4: Only bidders who qualified on Phase 1 and 2 will be evaluated on Phase 3 and 4 Price and Specific Goal Points

Phase 3	Price (Will be according to specific requirements)	80/
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Phase 4: Preferential points. (As per Preferential Procurement Regulations 2022)
In terms of Regulation 4(2); 5(2); and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purpose of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/documentation stated in the conditions of this tender

Table 1: Specific goals for the tender and points claimed are indicated per the table below. (Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: the tenderer must indicate how they claim points for each preference point system).

TABLE 1: THE TENDERER IS TO PICK ONLY ONE SPECIFIC GOAL

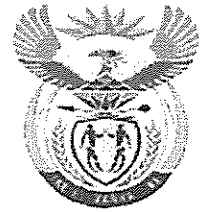
	The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/10 system) (To be completed by the tenderer)
LEVEL 1	51% owned by Black Women Military veterans or 51% owned by Black Youth or 51% owned by Black people with disability	10	20		
LEVEL 2	51% owned by Black Male Military veterans or 51% owed by people with disability or 51% owned by Black Women EME's	8	18		

LEVEL 3	51% owned by Women Military veterans or 51% owned by Black Male EME's or 51% owned by Black Women EME's or 51% owned by Black Women QSE's	6	16		
LEVEL 4	51% owned by Male Military veterans or 51% owned by Youth or 51% owned by any other EME's or 51 owned by Black Male QSE's or 51% owned by Women QSE's	4	14		
LEVEL 5	51% owned by any other QSE's	2	12		
LEVEL 6	NOT APPLICABLE				
LEVEL 7	NOT APPLICABLE				
LEVEL 8	Non-compliant	0	0		

NOTE: BIDDERS ARE TO SUBMIT Sworn affidavit to substantiate the preference points claimed. Sworn Affidavit must be signed by legally recognized Commissioner of Oaths

Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed

The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state



PRICING SCHEDULE & COST BREAKDOWN

Pricing Schedule: All fields on this document must be fully completed. Attention must be given to **page 1, Bidder's Information, Total Unit Cost, Total Cost** and ***Specific Goals must be completed***. The total price must include all hidden costs such as transport, reusable containers, red plastic bags, incineration / destruction of the HCS categories etc. The bid must be submitted in the **Two (2) envelope system** as follows:

- a. **Envelope 1: Pricing Schedule & Cost Breakdown (Only Pricing Schedule and Cost Breakdown in Envelope 1)**
- b. **Envelope 2: SBD documents, Scope of Work and all other required documents.**

NOTE THAT IF THE DOCUMENTS ARE SUBMITTED IN ONE ENVELOPE AND NOT IN TWO ENVELOPES AS INDICATED ABOVE, THIS OFFER WILL BE INVALIDATED

Failure to submit these document as indicated by the closing date and time will invalidate this offer. Appendix A



the sandf

Department:
Defence
REPUBLIC OF SOUTH AFRICA

Request for Bid : SPSC-B-039-2023

Author: Wendy Cooper
Date: 11/16/2023 11:05:59

PRICING SCHEDULE

Bid No: SPSC-B-039-2023
Document No: 0000505837
Description: OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE FOR EASTERN CAPE PROVINCE OVER A PERIOD OF THREE (03) YEARS
Currency: ZAR
Closing Date: 2023-12-08 11:00:00
Status: Created
Validity Days: 120 WORKING DAYS

Document Type: Request for Bid Open
Company Name:
Attention:
Tel No:
Fax No:
Cell No:
Email:

No.	Item Code	Item Description	Consumer	Delivery Point	Purchase Unit of Measure	Date Required
1	35150565	OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE YEAR ONE (1)	AREA MILITARY HEALTH FORMATION HEADQUARTERS	Eastern Cape	PER YEAR	N/A
		Line Comment	Lead Time	Quantity Required	Quantity Available	
		OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE YEAR ONE (1)	N/A	1	N/A	
		Total Unit Cost in ZAR Currency, Including VAT and ALL Delivery Costs				
		Total Cost in ZAR Currency, Including VAT and ALL Delivery Costs				

Item Code	Item Description	Consumer	Delivery Point	Purchase Unit of Measure	Date Required
35150565	OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE YEAR TWO (2)	AREA MILITARY HEALTH FORMATION HEADQUARTERS	Eastern Cape	PER YEAR	N/A
Line Comment					
OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE YEAR TWO (2)					
Total Unit Cost in ZAR Currency, Including VAT and ALL Delivery Costs		N/A	Quantity Required	Quantity Available	
Total Cost in ZAR Currency, Including VAT and ALL Delivery Costs		1		N/A	

2

Item Code	Item Description	Consumer	Delivery Point	Purchase Unit of Measure	Date Required
35150565	OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE YEAR THREE (3)	AREA MILITARY HEALTH FORMATION HEADQUARTERS	Eastern Cape	PER YEAR	N/A
Line Comment					
OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE YEAR THREE (3)					
Total Unit Cost in ZAR Currency, Including VAT and ALL Delivery Costs		N/A	Quantity Required	Quantity Available	
Total Cost in ZAR Currency, Including VAT and ALL Delivery Costs		1		N/A	

3

Indicate Lead Time for all Items (Days)

The following conditions are hereby accepted:
"Standard Terms and Conditions" or "General Conditions of Contract" Available on Websites () or attached.
The awarding of the price quotation as determined by (Department of Defence).
The following is hereby certified:
This offer is correct and any mistakes will be at my risk.
I accept responsibility for the execution of all obligations entrusted upon me.
I did not participate in any collusive practices with any other supplier or any other person regarding this price quotation or any other price quotation.
I am duly authorized to sign the price quotation.
The offer is inclusive of value Added Tax

Name: Capacity:
Signature: Date:

Price Firm Y/N		Grand Total Including Vat:	
Do You Accept Government Orders Y/N	Brand & Model	Delivery Period Firm Y/N	
Comply with Specification Y/N	If Not, Deviations		

Questionnaires

Questionnaires / Evaluation Criteria

THE 80/20 QUESTIONNAIRE EVALUATION TEMPLATE V2

Questions

Level 1: 51% owned by Black Women Military veterans / 51% owned by Black youth / 51% owned by Black people with disability	Options
Level 2: 51% owned by Black Male Military veterans / 51% owned by people with disability / 51% owned by Black Women EMES	LEVEL1
Level 3: 51% owned by Women Military veterans / 51% owned by Black Male EMES / 51% owned by Black Women QSEs/51% owned by Women EMES	LEVEL2
	LEVEL3
	LEVEL4
	LEVEL5
	LEVEL6

Level 4: 51% owned by Male Military veterans / 51% owned by youth / 51% owned by any other EMEs/ 51% owned by Black Male QSEs / 51% owned by Women QSEs

Level 5: 51% owned by any other QSEs

LEVEL 7
LEVEL 8
NON-COMPLIANT

Attachment Description

Attachment File Name



**OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE FOR
EASTERN CAPE PROVINCE OVER A PERIOD OF THREE (03) YEARS**

LIST OF CONSUMABLES

S/N	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE YEAR ONE (1)	UNIT PRICE YEAR TWO(2)	UNIT PRICE YEAR THREE (3)
01	Human and veterinary	KG	1			
02	Anatomical with formaldehyde	KG	1			
03	Infectious Non-Anatomical HCRW	KG	1			
04	Flammable solids or substances	Per KG	1			
05	Flammable solids or substances liable to spontaneous combustion	Per KG	1			
06	Flammable solids or substances that emit flammable gases	Per KG	1			
07	Oxidizing Substances	Per KG	1			
08	Organic Peroxides	Per KG	1			
09	Halogens	KG	1			
10	Cytotoxic	KG	1			
11	Heavy metals	KG	1			
12	Aerosol Canister	KG	1			
13	Controlled Substances	KG	1			
14	Anti-Infective Drugs	KG	1			
15	Antiseptics and Disinfectants	KG	1			
16	Solids and Semi Solids	KG	1			
17	Oxidizing Substances	Per Litre	1			
18	Flammable liquids below 18 Degrees Celsius	Per Litre	1			
19	Flammable liquids up 18 Degree Celsius but not including 23 Degree Celsius	Per Litre	1			



**OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE FOR
EASTERN CAPE PROVINCE OVER A PERIOD OF THREE (03) YEARS**

S/N	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE YEAR ONE (1)	UNIT PRICE YEAR TWO(2)	UNIT PRICE YEAR THREE (3)
20	Flammable liquids up 23 Degree Celsius up to 61 Degree Celsius	Per Litre	1			
21	Organic Peroxides	Per Litre	1			
22	Toxic substances	Per Litre	1			
23	Infectious Substances	Per Litre	1			
24	Corrosive Substances	Per Litre	1			
25	Sharp and similar WASTE container 1.4 Litre	Per Container	1			
26	Sharp and similar WASTE container 2 Litre	Per Container	1			
27	Sharp and similar WASTE container 2.5 Litre	Per Container	1			
28	Sharp and similar WASTE container 5 Litre	Per Container	1			
29	Sharp and similar WASTE container 7.6 Litre	Per Container	1			
30	Sharp and similar WASTE container 10 Litre	Per Container	1			
31	Sharp and similar WASTE container 20 Litre	Per Container	1			
32	Sharp and similar WASTE container 25 Litre	Per Container	1			
33	Speci Bin 2.5 Litre Container	Per Container	1			
34	Speci Bin 5 Litre Container	Per Container	1			
35	Speci Bin 10 Litre Container	Per Container	1			
36	Speci Bin 20 Litre Container	Per Container	1			
37	Speci Bin 25 Litre Container	Per Container	1			
38	50 Litre Limb Bin Container	Per Container	1			
39	100 Litre Limb Bin Container	Per Container	1			
40	100 Litre Light Weight Limb Bin Container	Per Container	1			
41	Chemical Drum 25 Litre container	Per Container	1			
42	Pharmaceutical 20 Litre Container	Per Container	1			



OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE FOR
EASTERN CAPE PROVINCE OVER A PERIOD OF THREE (03) YEARS

S/N	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE YEAR ONE (1)	UNIT PRICE YEAR TWO(2)	UNIT PRICE YEAR THREE (3)
43	GHC RW Wheelie Bin	Per Container	1			
44	12 Litre Red liner (Placenta)	Per Liner	1			
45	25 Litre Red liner	Per Liner	1			
46	Red Liner 50 Litre @ 60 Micron	Per Liner	1			
47	Red Liner 140 Litre @ 80 Micron	Per liner	1			
48	240 Litre Red liner	Per Liner	1			
49	25 Litre Corrugated Box and Lid	Per Set	1			
50	50 Litre Corrugated Box and Lid	Per Set	1			
51	140 Litre Corrugated Box and Lid	Per Set	1			
52	Bio Hazard Tape	Per Roll	1			
53	Clear Plastic Bag 140 Litre	Per Liner	1			
54	Safety Seals Per 100	Per 100	1			
55	Cable Ties / 100	Per 100	1			
56	Reusable Rubber Gloves	Per Pair	1			
57	Corrugated Box Set 140 Litre	Per Set	1			
58	Decontamination / Disinfectant	Per Canister	1			
59	10 Litre Pedal Bin (GHC RW)	Per Bin	1			
60	50cm Traugurt Sharps Container	Per Container	1			
61	80cm Traugurt Sharps Container	Per Container	1			
62	100cm Traugurt Sharps Container	Per Container	1			
63	1200cm Traugurt Sharps Container	Per Container	1			
	TOTAL PRICE			R	R	R

TOTAL BID PRICE FOR THE THREE (3) YEARS: (YEAR ONE (1), YEAR TWO (2) & YEAR THREE (3) R _____



SBD 4: BIDDERS DISCLOSURE

SBD 4 - Bidders Disclosure: This document must be fully completed. Failure to submit this document as indicated by the closing date and time **will invalidate this offer. Appendix B**

Failure to submit the document as indicated by the closing date and time will invalidate this offer. Appendix B

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? YES/NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State Institution

2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? YES/NO

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES/NO

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name)..... in
 submitting the accompanying bid, do hereby make the following
 statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

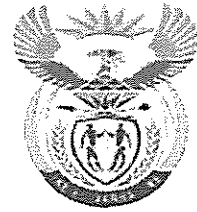
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



SBD 6.1: PREFERENCE POINTS CLAIM FORM

SBD 6.1 -Preference Points Claim Form: This document must be fully completed. Failure to submit this document as indicated by the closing date and time **will forfeit your Specific Goals points. Appendix C**

Failure to complete the document as indicated by the closing date and time will forfeit your Specific Goals points. Appendix C

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

POINTS	
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

THE TENDERER IS TO PICK ONLY ONE SPECIFIC GOAL

Status Level	The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Level 1	51% owned by Black Women Military veterans or 51% owned by Black Youth or 51% owned by Black people with disability	10	20		
Level 2	51% owned by Black Male Military veterans or 51% owned by people with disability or 51% owned by Black Women EME's	8	18		

Level 3	51% owned by Women Military veterans or 51% owned by Black Male EMEs or 51% owned by Women EMEs or 51% owned by Black Women QSEs	6	16		
Level 4	51% owned by Male Military veterans or 51% owned by Youth or 51% owned by any other EMEs or 51% owned by Black Male QSEs or 51% owned by Women QSEs	4	14		
Level 5	51% owned by any other QSEs	2	12		
Level 6	Not Applicable				
Level 7	Not Applicable				
Level 8	Non-compliant	0	0		

NOTE: Bidders are to submit Sworn Affidavit to substantiate the preference points claimed. Sworn Affidavit must be signed by legally recognized Commissioner of Oath.

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM
- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]
- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:
- i) The information furnished is true and correct;
 - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
 - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
 - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

NOTE: The Department of Defence reserves the right to verify the truthfulness of the claims (par 4.6 iii).

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

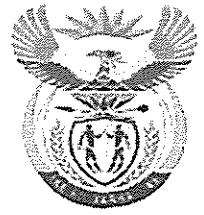
DATE:

ADDRESS:

.....

.....

.....



COMPULSORY BRIEFING SESSION

Compulsory Briefing Session certificates: Suppliers/Contractors are advised to send a technically knowledgeable representative to the briefing session. Failure to attend the Compulsory Briefing Session and submit the completed and signed Briefing Session Certificates by the closing date and time **will invalidate this offer. Appendix D**

Failure to attend the Compulsory Briefing Session and submit the completed and signed Briefing Session Certificate by the closing date and time will invalidate this offer. Appendix D

BIDDERS INFORMATION BRIEFING SESSION CERTIFICATE

Briefing session date: 30 November 2023

Briefing session time: 11:00 AM

Venue: Simon's Town Procurement Service Centre, Arsenal Road, Simon's Town, Community Hall

Bid No: SPSC-B-039-2023

Closing date: 13 December 20223

Closing time : 11H00

Validity period: 120 Calendar Days

The Information briefing session is **compulsory** and the original signed and stamped certificate must be submitted as appendix D as part of the Bid document.

It is hereby confirmed that:

_____ (Representative)

Of _____ (Legal Name of company)

Attended the official briefing session and cognisance has been taken of the information as per the presentation, bid document, the brochure/hand-out and all relevant documentation.

(_____)
 SIGNATURE OF REPRESENTATIVE

(_____)
 CHIEF LOGISTICS: LIEUTENANT GENERAL OFFICIAL DATE STAMP

The time as stipulated in the Bid document for the briefing session and latecomers will under no circumstances be permitted to attend.

Failure to attend the briefing session and provide this completed certificate with the Bid document by the closing date and time will invalidate your Bid



REGISTRATION AUTHORITY AND PERMITS

Registration Authority and Permits: Bidders must submit certified proof of current and valid registration of the following Registration Authority and Permits. Failure to submit these documents as indicated by the closing date and time **will invalidate this offer.** **Appendix E**

Failure to submit these documents as indicated by the closing date and time will invalidate this offer.
Appendix E

S/NO	Criteria	
	B	
	Phase 1, Stage 1 Mandatory Evaluation Criteria	
	Bidders must submit <i>certified proof of current and valid registration of the following Registration Authority and Permits</i>	
	Failure to comply will invalidate the bid. Appendix E	
1.	Proof of registration with Department of Forestry, Fishery and the Environment for treatment and disposal facilities that will be used.	
2.	Vehicle registration as per requirements of the traffic department	
3.	Permit to operate as HCRW transporter in EC Province	
4.	Storage facility(s).	
5.	Treatment plant / Safe disposal facilities.	
6.	Landfill Permit.	
7.	Department of Forestry, Fisheries and the Environment (Hazardous Waste Management) which complies with EC Province regulations.	
8.	Registered Pharmacist as per South African Pharmacy Council (SAPC) requirements	
9.	ISO 9001: Quality Management System	
10.	ISO 14000 Series Environmental Management System	
11.	Should a bidder not have a treatment plant/safe disposal facilities or landfill site, the following must be provided with the bid; a. Service level agreement with the registered treatment facility. b. Service level agreement with the registered landfill/disposal facility. Failure to submit these documents as indicated by the closing date and time will invalidate this offer. Appendix E	

Failure to submit certified Registration Authority and Permits as indicated by the closing date and time will invalidate this offer. Appendix E



SBD 1: INVITATION TO BID

SBD 1 / Invitation to Bid: This document to be fully completed. Failure to submit this document as indicated by the closing date and time **may invalidate this offer.**

**Failure to submit this document as indicated by
the closing date and time may invalidate this offer.**

Appendix F

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	SPSC-B-039-2023	CLOSING DATE: 13 December 2023	CLOSING TIME:	11H00	
DESCRIPTION	OUTSOURCING OF SERVICE PROVIDER FOR THE REMOVAL AND DESTRUCTION OF HEALTH CARE RISK WASTE FOR EASTERN CAPE PROVINCE OVER A PERIOD OF THREE (3) YEARS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
DOCUMENTS TO BE DEPOSITED AT THE ENTRANCE (GREEN BOX) SIMON'S TOWN PROCUREMENT SERVICE CENTRE, NO: 2 ARSENAL ROAD, SIMON'S TOWN OR HANDED IN AT THE BID RECEPTION SECTION, NO: 2 ARSENAL ROAD, SIMON'S TOWN (DIRECTIONS TO THE ABOVE ADDRESS AVAILABE WITH THE BID DOCUMENTS)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO					
CONTACT PERSON	FLIGHT SERGEANT CROUS		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
TELEPHONE NUMBER	021 787 5034		CONTACT PERSON	WO T. TSOGANG	
FACSIMILE NUMBER			TELEPHONE NUMBER	021 787 5207	
E-MAIL ADDRESS	spscbidinvitation@gmail.com		FACSIMILE NUMBER		
			E-MAIL ADDRESS	spsctechsection@gmail.com	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				☐ YES ☐ NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				☐ YES ☐ NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA .
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

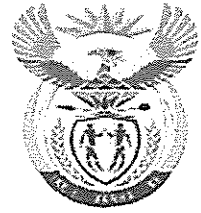
CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g. company resolution)

.....

DATE:

.....



CENTRAL SUPPLIER DATA BASE (CSD) REGISTRATION / SUMMARY REPORT

Central Suppliers Database (CSD) Registration/Summary Report: The CSD Registration / Summary Report should be submitted. The supplier should be:

- i. Tax Compliant on day of award. If not compliant, a grace period of 7 days will be given to update this status.
- ii. Successfully verified bank details
- iii. Physical Address type
- iv. Suppliers should be registered for the commodity/service required for this bid

Failure to submit the CSD Registration / Summary Report by the closing date and time **may invalidate this offer. Appendix G**

**Failure to submit the CSD Registration / Summary
Report by the closing date and time may
invalidate this offer. Appendix G**



SPSC INDEMNITY AGREEMENT FORM

SPSC Indemnity Agreement Form: This document to be fully completed. Failure to submit this document as indicated by the closing date and time may invalidate this offer. Appendix H

Failure to submit this document as indicated by the closing date and time may invalidate this offer.
Appendix H



logistics division

Department:
Defence
REPUBLIC OF SOUTH AFRICA

RELEASE OF INDEMNITY AGREEMENT FROM BIDDER: _____

_____ IN RESPECT OF SPSC / B / 039 / 2023

INDEMNITY

1. I agree that the Department of Defence, its agents, Officers, employees, volunteers and representatives (hereafter referred to as "DOD") are indemnified from any claim that may arise from a third party and all costs or legal expenses in this regard, to such a claim for loss or damage resulting from the death, illness, injuries or disability of any such person(s), or the damage to the property of mine or any other person(s) that may result from or be related to the execution of this contract.

2. The DOD and its employees will not be held responsible for any claim or injury to my personnel or the personnel of my sub-contractors, if and when applicable, whilst on DOD property or in the execution of their tasks on DOD property.

DAMAGE COMPENSATION

3. I will be held liable for any damage or theft that may be caused, to the premises or content by me or my employees or be due to our neglect whether in the normal execution of our duties or otherwise and a claim for indemnification can accordingly be imposed by the DOD against me.

4. In the case of damages to premises or content resulting from the work done, I undertake to rectify the damage immediately to the satisfaction of the DOD. If I fail to act immediately after notification, the DOD will rectify the damage at will and the cost thereof will be recovered from any monies outstanding to me.

WAIVER

5. No waiver of any of the terms and conditions of the contract will be binding or effectual for any purpose unless expressed in writing and signed by the parties thereto, and any waiver will be effective only in specific instances and for the purpose given. No failure or delay on the part of either party in exercising any right, power or privilege hereunder will operate as a waiver thereof, nor will any single or partial exercise of any right, power or privilege preclude any other or further exercise thereof or the exercise of right, power or privilege.

ACKNOWLEDGEMENT

I acknowledge that I have read and understood this agreement, that I have executed this agreement voluntarily and that this agreement is binding to myself. I accept that the DOD may reject the offer and/or act against me if I contravene this agreement.

Full Name and Signature of Bidder's Duly Authorised Representative

Date _____

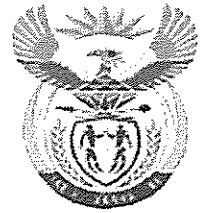
Witness 1: _____ Witness 2: _____

Date: _____



Isiqhelo se Zingqamelo: Umnyango wezokuVikele: Igqirha ya Tshiseliso: Isibini lesizikhelo: Department of Defence: Inkqubo ya Tshiseliso: Umnyango wezokuVikele: Ndawundo ya kwaMazibuthe: Isiqhelo se Tshiseliso: Departement van Versoeding: Litiko le Tokomela





WRITTEN AGREEMENT WRT OCCUPATIONAL HEALTH AND SAFETY AGREEMENT (OHASA)

The signed OHASA agreement amongst the DOD and bidder to be fully completed. Failure to submit this document as indicated by the closing date and time **may invalidate this offer.**
Appendix I.

**Failure to submit this document as indicated by
the closing date and time may invalidate this offer.
Appendix I**



**WRITTEN AGREEMENT TO COMPLETE AN OCCUPATIONAL HEALTH AND SAFETY
AGREEMENT FOR THE COMPLETION OF A CONTRACT ENTERED INTO BETWEEN**

THE DEPARTMENT OF DEFENCE AND _____

_____(Herein after referred to as the contractor)

AS ENVISAGED BY SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT NO
85 OF 1993 AS AMENDED

WORKMAN COMPENSATION NUMBER: _____

1, I, (full names) _____

(Identity Number _____) being fully authorised to represent the Contractor, do hereby confirm that the supplier is an employer on its own right with duties as prescribed in the Occupational Health and Safety Act 85 of 1993 as amended and agree to ensure that all work will be performed or plant and machinery will be used in accordance with the provision of the said Act.

2. I hereby confirm that I will ensure that all our employees or Subcontractors workmen are covered in terms of the Compensation for Occupational Injuries and Diseases Act 1993, which cover shall remain in force whilst any such workmen are working with or on Department of Defence (DOD) property for the duration of the contract period.

3. I furthermore confirm that we and / or our Subcontractor(s) are in possession of a valid "Certificate of good standing" issued by the Workman Compensation Commissioner.

4. I furthermore confirm and agree that I and / or our Subcontractor(s) will sign a written agreement on occupational health and safety responsibilities for completion of a contract entered into between the Department of Defence **within 10 days** of the award of the contract should we be successful bidder. I acknowledge that should I fail to sign the OHAS agreement within this period; the contract will be terminated with immediate effect with no recourse on my behalf.

Signed By Contractors Authorised Representative

Full Name of Contractors Authorised Representative

Witnesses 1. _____

2. _____

Signed and entered into at _____ On _____ 2023



SPSC GROUP QUESTIONNAIRE

SPSC Group Questionnaire: This document to be fully completed. Failure to submit this document as indicated by the closing date and time **may invalidate this offer.** Appendix J

Failure to submit this document as indicated by the closing date and time may invalidate this offer.
Appendix J

SIMON'S TOWN PROCUREMENT SERVICE CENTRE

CLOSING DATE OF BID: 13 DECEMBER 2023
CLOSING TIME OF BID: 11H00

BID NUMBER: SPSC-B-039-2023
VALIDITY: 120 CALENDAR DAYS

GROUP QUESTIONNAIRE

Circle applicable response and delete not applicable response.

Service required for: Removal and Destruction of Health Care Risk Waste for Eastern Cape Province over a Period of Three (3) Years.

Do you confirm compliance to 120 calendar day's validity period? YES / NO

If not, state reason/s.....

Is your price firm for the validity period of 120 calendar days? YES / NO

If not, state reason/s.....

Lead Time/Delivery period required by supplier after receipt of order: days, weeks or months
.....

Copies of General Bid Conditions and General Conditions of Contract are available from the National Treasury Website (www.treasury.gov.za)

Do you confirm compliance to the Special Conditions of Contract, General Bid Conditions and General Conditions of Contract YES / NO

Do you confirm that you may sign a SBD 7.1 on award, YES / NO

General Information

Bid Documents: have you made/kept a copy of completed Bid documents for reference purposes: YES / NO

Clarification of Information: It has been noted and confirmed that the DOD may request clarification on any information regarding any aspect included in the bid document. The bidder is to supply the requested information within the requested time span. Failing may result in the bid being disqualified.

ADMINISTRATION

Bidders are requested to number each page of the Bid Document submitted. Pages are to be numbered from the bottom page to the top page (top right hand corner)

NB: SPSC RESERVES THE RIGHT TO RECALL THE BIDDER/S TO COMPLY WITH THE ABOVE ADMINISTRATION INSTRUCTION

I/WE HEREBY CONFIRM THAT I/WE HAVE COMPLIED WITH ALL OF THE ABOVE REQUIREMENTS

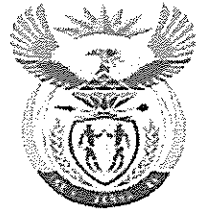
WITNESS 1: DATE:

WITNESS 2: DATE:

BIDDER NAME:

SIGNATURE..... DATE:.....

Capacity under which this bid is signed



DEFENCE INTELLIGENCE QUESTIONNAIRE (D.I.)

Defence Intelligence Questionnaire (D.I.) The DI Vetting form must be completed in full. Failure to submit the DI Vetting form and required documentation as indicated by the closing date and time **may invalidate this offer**

N.B. The short listed companies will be requested to submit thumb prints. Appendix K

Failure to submit the DI Vetting form and required documentation as indicated by the closing date and time may invalidate this offer. Appendix K

N.B. The short listed companies will be requested to submit thumb prints.

DEPARTMENT OF DEFENCE INTELLIGENCE (DI) VETTING

TO DI SEC INSTR/01/2014

QUESTIONNAIRE:

MAIN CONTRACTOR

Company Name:

Company Registration Number:

DOD Supplier Code (if already registered with the DOD):

Personal particulars of Company Director(s) (Include copy of RSA Identification and passport document):

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.....
.....

Personal particulars of Foreign Nationals employed by the company (incl copy of ID / passport and working visa/ documentation)

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Company Physical Address:

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Company Postal Address:
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Company Core Business:
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SECTION B

SUB CONTRACTORS DETAILS

Personal particulars of sub-contractors if any (Include copy of RSA Identification and passport documents):

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Personal particulars of Foreign Nationals employed by the company (incl copy of ID / passport and working visa/ documentation)

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Sub Contractors Company Physical Address:

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Sub Contractors Company Postal Address:

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Sub Contractors Company Core Business:

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SECTION C

MAIN CONTRACTOR

1. When did the company begin with its operations?

Answer:

2. Does the company have a valid SARS tax clearance certificate? If yes, provide the tax clearance certificate number and the certified copy of the certificate.

Answer:

3. Is the company registered with the Company and Intellectual Property Commission (CIPC)? If yes, provide the registration number and attach a certified copy of the registration certificate.

Answer:

4. Who are the shareholders of the company and what percentage of shares do they each possess?

Answer:

.....

.....

5. List the services that will be rendered by the company to the SANDF?

Answer:

.....

.....

6. Which DOD installations/unit and specific area/section does the company required access to?

Answer:

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.....

7. Name list and copies of RSA ID's / passports of all employees entering the DOD installation.

Answer:
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.....

8. Does the company provide services to other RSA state departments? If yes, provide the names of the departments and the period/s during which service was provided.

Answer:
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.....

9. Does the company provide services to foreign governments and/or companies? If so, provide details.

Answer:
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10. Has the company been implicated in any fraudulent activities? If yes, provide details.

Answer:
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11. Has the company been implicated in any corrupt practices? If yes, provide details.

Answer:
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12. Has the company been implicated in any other criminal activity? If yes, provide details.

Answer:
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13. Does the company have the Employment Equity Plan? If yes, provide the Employment Equity Plan as well as the number and composition of the employees. (Only if the company is South African or employs South Africans)

Answer:

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14. What is the track record and achievements of the company? Provide details.

Answer:

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15. Is the company under investigation by any government security agency? If yes, provide details.

Answer:

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16. What known factor could possibly prevent this company from entering into contract with the Department of Defence and Military Veterans or any component thereof and why?

Answer:
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.....

Compiled by:

Name:

Identification Number:

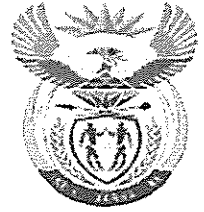
Position in Company:

Signature:

Date:

NB: Important; The following documentation is Mandatory and is to be included in the DI vetting declaration

- *The profiles of the Director(s) of the Main Contractor and Sub- Contractors as well as their RSA Identification and passport documents.*
- *The current Financial Statement(s) of the company.*
- *The current and valid SARS Tax Clearance Certificate.*
- *The current and valid SARS Personal Tax Clearance Certificate and or IRP6 of all Directors, Shareholders and Members (Sub-Contractor/s included).*
- *The registration number and attach a certified copy of the registration certificate with the Company and Intellectual Property Commission (CIPC).*
- *Central Data Base registration report with MAAA and Unique number.*
- *Name list and RSA IDs of all personnel entering DOD premises.*
- *Foreign Nationals employed by the company (incl copy of ID / passport and working visa/ documentation).*
- *Employment Equity Plan as well as the number and composition of the employees. (Only if the company is South African or employs South Africans).*



PRICE LIST FOR REPLACEMENT OF CONTAINERS

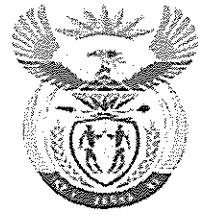
Price list for replacing of containers: Bidders must provide a pricelist for the replacement of containers, in the event that a container is severely damaged due to negligence by any member from SAHMS if proven so. Failure to submit the required price list as indicated by the closing date and time **may invalidate this offer Appendix L**

Failure to submit the required documentation as indicated by the closing date and time may invalidate this offer. Appendix L



SECTION B

MANDATORY TECHNICAL EVALUATION PHASE 1 (STAGE 2)



SPECIFICATION

SPECIFICATION: The bidder's compliance must be indicated on last page of the Specification by means of **signing at the bottom** of the page in the given space for **each category; Health Care Risk Waste (HCRW) B-28, Medical Waste Specific Requirements & Specifications (B-32), Pharmaceutical Waste Removal (B-36) and Removal of Chemical Waste (B-40)**. The most suitable supplier will be awarded in accordance with compliance to Statement of Work and fit for purpose

Failure to submit this document as indicated by the closing date and time will invalidate this offer

APPENDIX M

DEPARTMENT OF DEFENCE (DOD)

SOUTH AFRICAN MILITARY HEALTH SERVICES
(SAMHS)



**SPECIFICATION AND SCOPE OF WORK FOR THE
REMOVAL AND DESTRUCTION OF HEALTH CARE
RISK WASTE WITHIN THE EASTERN CAPE
PROVINCE FOR THE PERIOD OF THREE YEARS**

INDEX

Definitions within the specifications

Services

General aspects iro management of the HCRW

- Definitions within the Specifications

- Delivery of the Initial Reusable waste bins and Bin liners

- Legal compliances and requirements

- Storage of HCRW

- Transport Requirement

- Tracking of HCRW

- Treatment and destruction of HCRW

- Training and Consultation

- Health and Safety

- Emergency Procedure

- Contingency Plans

- Conclusions

Medical waste specific requirements

- Items included as part of the Medical Waste

- Collection of Waste Containers

- Medical Waste Management System

- Price Schedule

Provincial HCRW Coordinators and Collection points

DEFINITIONS WITHIN THE SPECIFICATIONS

1. Bio-Hazardous Waste: This is a combination of the word biological hazard and refers to the products that may present a potential risk to health and well-being of humans, animals and the environment.
2. Consignment Stock: Hazardous Waste Management (HWM) stock/equipment that is placed at SAMHS Health Care Facilities by the contractor for use during the HWM process, such consignment stock/equipment, including containers, remains the property of the contractor until the SAMHS is invoiced for stock utilised.
3. Health Care Risk Waste (HCRW). HCRW includes medical, pharmaceutical and chemical waste. HCRW is considered to be the hazardous component of medical waste generated in all Health Care Facilities during health care procedures (treatment of patients). HCRW has the potential and risk to create a number of environmental, health and safety risks, depending on the particular type of HCRW, the way it is handled as well as the way in which exposure take place. For the purpose of this document HCRW will be referring to medical waste.
4. Management of Medical Waste. It is the responsibility of the SAMHS to have a medical waste management system in place or to have access to such a system. Such a system should deal comprehensively with measures for waste minimization, segregation, packaging, labelling, storage and removal under circumstances that do not pose a threat to human health or the environment, both for routine circumstances and in the event of an accident resulting in contamination with medical waste.
5. Risk probability that a hazard will cause harm, and the severity of that harm. Injury on duty within SAMHS Healthcare facilities (Concerning the contractor's member/s).
6. Disposal. Approved deposit, discharge, dumping, placing, or release of any waste material into or on air, land or water in an approved, specified facility, e.g. near surface or geological repository, or the approved direct discharge of effluents into the environment without the intention of retrieval.
7. HCRW categories. For the purpose of this bid document can be subdivided as follows:
 - a. Anatomical HCRW: Consisting of human and animal tissue, organs, body parts, placentas, products of conception, etc. Animal carcasses are excluded from this bid.
 - b. Anatomical HCRW with formaldehyde.
 - c. Non-Anatomical HCRW: Consisting of both human and veterinary HCRW, which consists of contaminated materials, bandages, tubing, drains, port-o-vac, latex gloves, catheters, used intravenous fluid containers, blood transfusion bags, etc.
 - d. Sharps & similar HCRW: Consisting of needles, scalpel blades, razor blades, broken glass vials ampoules, etc.
8. SAMHS: South African Military Health Service.

9. Healthcare Facility place or site where professional health services are dispensed to human or animal patients or where biological research is carried out, e.g. laboratories, and includes, inter alia, hospitals, clinics, laboratories, rehabilitation centres, sick bays, old age homes, free-standing operating theatres, day units, mobile and stationary clinics, and field stations where biomedical samples are taken.

10. SAMHS Health Care Facilities: The facilities to be serviced by the contractor under this contract are:

- a. Military Health Care Facilities (e.g Dental Clinic).
- b. Military Hospitals.
- c. Military Medical Clinics (MMC).
- d. Military Medical Institutes.
- e. Military Veterinary Institute, and
- f. Mobile Operational Facilities (Deployments in the Republic of South Africa)
- g. SA Naval Ships/Vessels

SERVICES

11. The objective of providing the services covered in the contract is to assist **ALL** Military Health Care Facilities, Military Hospital, Military Medical Institutes, Military Veterinary Institutes & Provincial Operational Facilities, (hereafter referred to as SAMHS Health Care Facilities) in safe management, removal, treatment and disposal of HCRW from the premises.

12. Collection times to be negotiated by the contractor with the Health Care facility in question regarding the collection of the HCRW from the facility.

13. Provision of initial and quarterly in-post training with regard to HCRW Management. The training must be provided to the **designated** members of the particular SAMHS Health Care facility where the removal of medical waste is taking place, and also to the staff members involved with the management of HCRW.

14. All processes and procedures required to be adopted, followed and/or implemented to ensure the safe and efficient removal of HCRW from ALL SAMHS Health Care Facilities shall, in so far as not specifically addressed in this bid conditions and specifications be performed and executed by the contractor in accordance with environmentally friendly operating and engineering practices.

15. The scope of supply for the services shall, for the duration of the contract period, in general terms include the provision by the contractor of all plants, equipment (including maintenance thereof), consumables, personnel, activities, services, training, know-how and expertise necessary to safely and efficiently manage, remove, treatment and disposal of all hazardous HCRW and its residues.

16. The service will be rendered to ALL SAMHS Health Care Facilities i.e. Military Hospitals, Military Medical Institutes (Maritime and Veterinary), Military Health Centres, and Provincial deployments.

17. **ALL** HCRW containers that are removed from the Health Care Facility **MUST** be replaced with a clean HCRW container (e.g. Wheelie Bins). **No cleaning or decontamination of containers to take place on any SAMHS premises. Re-used containers must be statutory certified as decontaminated, certified copies of post decontamination sample taking whether for microscopy, culture/sensitivity or, hazardous chemical substance or, ionizing radiation hard copy results with certification manifests to be handed to the Commanding Officer or designated person of the serviced Unit.**

18. Colour-Coding. The application of colour to a container to identify the category of waste for which it is used eg:

- a. Yellow: Laboratory waste and sharps.
- b. Red: Human tissue, placentas, contaminated material eg bandages, tubing, pottovac drains, latex gloves, catheters, vasculatures, blood transfusion bags, disposable aprons, etc.

19. Container. Any receptacle for the storage of waste. Containers can be classified into reusable waste containers and single-use waste containers.

a. Reusable Waste Container. A waste container that is:

- i. Reusable.
- ii. Fabricated of metal or rigid plastics,
- iii. Resistant to burning, impact and corrosion,
- iv. Suitable for the waste it is to contain.
- v. Colour coded identified according to the type of waste for which it is intended by one of the following methods:
 - (1) If the container is made of plastic, the plastic may be dyed in the appropriate colour.
 - (2) A band of colour not less than 50 mm in width may be applied to the container. Reusable waste containers must be inspected for holes or leaks every time they are emptied, and their colour coding renewed if necessary.

b. Single-use Waste Container. A waste container that can be one of the following:

- i. Sharps container.
- ii. Waste-holding plastic bag.

- iii. Cardboard container.
- iv. Specialised container.
- c. Sharps Container. A container that:
 - i. is sturdy enough to resist punctures under usage conditions and to the point of disposal;
 - ii. is clearly identified as containing sharps, eg by the use of the word SHARPS or a symbol recognised by the facility;
 - iii. has lid(s) capable of being tightly secured, and
 - iv. if used for containing cytotoxic wastes, has the cytotoxic hazard symbol displayed clearly and visibly.
- d. Waste-holding Plastic Container. A plastic bag used as a container and that is:
 - i. colour-coded or identified according to the type of waste for which it is intended; and
 - ii. sturdy enough to resist puncture, leaking and breaking under individual usage conditions and to the point of disposal.
- e. Cardboard Container. A container made from cardboard and that is:
 - i. colour-coded or identified according to the type of waste for which it is intended; and Rigid.

20. Should consignment stock be removed by the contractor during the term of contract the items that are removed must be replaced **immediately** on a one-for-one exchange basis. In the case of “wheelie bins” the SAMHS will provide two (2) sets of bins and the contractor is to supply one set of “wheelie bins” for daily exchange. The contractor must ensure that the wheelie bins brought for exchange purposes are in good state and are serviceable. **Re-used containers must be statutory certified as decontaminated, certified copies of post decontamination sample taking whether for microscopy, culture/sensitivity or, hazardous chemical substance or, ionizing radiation hard copy results with certification manifests to be handed to the Commanding Officer or designated person of the serviced Unit.**

21. The scope of supply shall, for the duration of the service period, more specifically include:

- a. Supply of suitable serviceable containers as prescribed in SANS 10248-1-2008 (disposable, single-use, or re-usable) for the management of HCRW.
- b. Delivery of these containers (disposable and re-usable) for the management of HCRW to the specific SAMHS Health Care Facility or the accounting unit of the SAMHS Health Care Facility as will be specified by the Logistic Department of

each SAMHS Health Care Facility. Re-usable containers must be disinfected before delivery.

- c. Collection of the HCRW from the central collection points at the SAMHS Health Care Facilities, with documented proof (Collection Manifest) submitted to the SAMHS Health Care Facility logistic member at the time of collection to the SAMHS member delegated thereto. SAMHS Health Care Facility Logistic member will receive and dispatch all material and maintain the send and receive administration thereof.
- d. Transportation of the HCRW to an approved, registered and licensed plant for safe disposal. Certification of completed disposal have to be submitted to the **designated (originator) SAMHS Health Care Facility Logistic Department/member.**
- e. Final destruction of the HCRW and the residues thereof with documented proof (Disposal manifest/destruction certificates) to be submitted to the Commanding Officer or designated person (OC)/ **Logistic Department** of the SAMHS Health Care Facility where the HCRW was generated and uplifted.
- f. Provision of initial and on-going training to applicable personnel within the SAMHS Health Care Facility.
- g. Liaise with the SAMHS Health Care Facility **HCRW co-coordinators by means of quarterly meetings and reports to ensure customer** satisfaction and compliance with the terms, condition and specification of the contract **as well as legal compliance.**
- h. Interfacing with all SAMHS Health Care Facilities in securing the efficient management of the contract.
- i. The contractor must be accessible to joint inspections **quarterly and on ad hoc times, without prior warning, by designated SAMHS representatives** whereby compliance to legislation and service conditions will be determined.

GENERAL ASPECTS IRO MANAGEMENT OF THE HEALTH CARE RISK WASTE

DELIVERY OF THE INITIAL REUSABLE WASTE BINS AND BIN LINERS

- 22. On commencing of the contract the winning bidder must visit the collection points and supply such facilities with reusable bins and liners if needed.

COLLECTION OF HCRW

- 23. Collection of HCRW to be collected by contractor directly from SAMHS Health Care Facilities as follows:

- a. Military Hospitals and Military Veterinary Institutes at a predetermined time as negotiated between the contractor and the Unit Commanding Officer.

- b. Military Medical Institutes, weekly to two weekly as negotiated between the contractor and Unit Commanding Officer.
- c. Military Medical Clinics and Regional Occupational Health and Safety Centres, as negotiated between the contractor and the Officer Commanding of Area Military Health Unit or designated person.
- d. Military Operational Health Facility within the Province as negotiated between the contractor and the Commanding Officer of Area Military Health Unit or designated person.

LEGAL COMPLIANCE AND REQUIREMENTS

25. The bidder must be registered with the Department Forestry Fisheries and Environment in each Province to be operated in. Proof of such registration must be submitted as part of the bidding for the tender and attached to all correspondence as valid and legally compliant.

26. The Health Care Risk Waste service provider or bidder for the removal and destruction of HCRW must be registered as a waste transporter with the waste information system of the following provinces and comply with regulations thereof.

- a. Eastern Cape Provincial Government.

27. Treatment and disposal facilities which will be utilized by the service provider or contractor must be registered with the National Waste Information System as per requirements of the Department of Forestry, Fisheries and the Environment (Hazardous Waste Management).

28. The bidder should be conversant with the following legal requirements and acts or the latest/updated/promulgated acts:

- a. Labour Act No 66 of 1995.
- b. Basic Conditions of Employment Act 75 of 1997.
- c. Employment Equity Act No 55 of 1998.
- d. OHS Act 85 of 1993 and its Regulations.
- e. Hazardous Substances Act 15 of 1989.
- f. National Environmental Management: Air Quality Management Act 39 of 2004.
- g. Atmospheric Pollution Prevention Act 45 of 1965.
- h. Human Tissues Act 65 of 1983.
- i. Medicines and Related Substances Control Act 101 of 1965.
- j. Rules related to Good Pharmacy Practice 129 of 2004.

- k. Environmental Conservation Act 74 of 1989.
- l. National Road Traffic Act 93 of 1996.
- m. SANS Code 10248-1-2008: Management of Healthcare Waste.
- n. SANS Code 10228: The identification and Classification of Dangerous Substances and Goods.
- o. SANS Code 10229: 1&2: Transport of Dangerous Goods, Packing and Large packing for Rail and Road transport.
- p. SANS Code 10230: Transport of Dangerous Goods.
- q. SANS Code 10231: Transport of Dangerous Goods, Operation requirements for road Vehicles.
- r. SANS Code 10232-1: Transport of Dangerous Goods, Emergency information System.
- s. SANS Code 10232-3: Transport of Dangerous Goods, Emergency Response Guide.
- t. SANS Code 10233: Transport of Dangerous Goods, Intermediate Bulk Containers.
- u. SANS Code 1518: Transport of Dangerous Goods, Design requirement for Road Vehicles and Portable Tanks.
- v. ISO 9001: Quality Management Systems.
- w. ISO 14000 Series: Environmental Management System.
- x. OHSAS 18001: Occupational Health and Safety Management System.
- y. As well as any standard set by the Provincial laws and Regulations thereto and Bylaws of the relevant Municipality in which area of jurisdiction YOU operate.
- z. Eastern Cape health Care Risk Waste Management Autoclave system.
- aa. Compensation for Injury and Diseases Act 130 of 1993.
- bb. Explosives Act, 1956 (Act No. 15 of 2003).
- cc. Department of Water Affairs and Forestry (now called Department of Water and Sanitation), Minimum requirements for the handling, classification and disposal of hazardous waste, (third edition) 2005.
- dd. Department of Water Affairs and Forestry (now called Department of Water and Sanitation), Minimum requirements for waste disposal by landfill, (second edition) 1998.
- ee. Department of Health, Directorate of Radioactive Control.

29. Certification of Registration and Permits in the bidder's name to be submitted as follows:

- a. Proof of registration with Department of Forestry, Fishery and the Environment for treatment and disposal facilities that will be used.
- b. Vehicle registration as per requirements of the traffic department.
- c. Permit to operate as a HCRW transporter.
- d. Storage facility(s).
- e. Treatment plant / Safe disposal facilities.
- f. Landfill.
- g. ISO 9001: Quality Management Systems.
- h. ISO 14000 Series: Environmental Management System.

30. Should a bidder not have a treatment plant/safe disposal facilities or landfill site, the following must be provided with the bid;

- a. Service level agreement with the registered treatment facility.
- b. Service level agreement with the registered landfill/disposal facility.

31. Consignment stock: The bidder shall be solely responsible for all losses and/or damages to stock.

32. Legislation: Any changes and updates to legislation that may affect this bid in any way what so ever shall be implemented.

33. Failure of Compliance:

- a. The bidder shall specifically indemnify the DOD / SAMHS against any action what so ever that may arise from spillage/road accidents that may occur. The bidder shall employ a 24-hour response team, at the contractor's expense, to deal with such a spillage that may occur at any time. (Call centre/emergency number must be submitted with Bid Documents).
- b. The contractor shall specifically indemnify the DOD / SAMHS against action what so ever that may arise from illegal dumping. The Company shall ensure cleaning and rehabilitation of the illegal dumped material and cover all legal costs incurred.

34. The successful bidder must at his own expense:

- a. Acquire sufficient liability and professional indemnity insurance, occurrence based, against any claim, cost, loss and/or damage ensuring from bidder obligations and shall ensure that such insurance remains valid for the whole contract period.
- b. Proof of annually and or biennial legally required Approved Inspection Authority Occupational Hygiene Assessment reports its quantified risk to exposure to Hazardous Chemical Substances, Biological Agents and other legislated requirements.
- c. Proof of annual Active and Passive Occupational Medical Surveillance inclusive of Biomonitoring reports certified by a Statutory registered Occupational Medical Practitioner.

STORAGE OF HCRW

35. The HCRW collected from any SAMHS facility remains the responsibility of the contractor until appropriately treated and disposed. Until the above-mentioned proof of correct legal processes has not been submitted to the SAMHS **Commanding Officer or designated person**, the cost thereof will be that of the bidder.

36. The Simon's town Procurement Service Centre (SPSC) office and SAMHS Health Care Facility **Commanding Officer or designated person** MUST be informed of any deviations in terms of the contract i.e. changes of storage, treatment, and disposal other than that indicated on the tender document.

37. The name of the facility at which the HCRW will be stored, treated and disposed of must be made available to the SAMHS HQ and SAMHS Health Care Facility in question per Province where applicable.

38. **Once the contract has been concluded, the contractor shall obtain prior approval from the Department of Defence before the appointment of any sub-contractor.**

TRANSPORT REQUIREMENTS

39. The bidder must ensure that HCRW transportation comply with all legal requirements. Medical waste intended for transportation outside a healthcare facility shall be classified in accordance with SANS 10228:2012 and shall be packaged in accordance with SANS 10229-1 and SANS 10233. Hazardous chemical waste of different classes shall not be mixed. The lettering on the label shall be of a size, style and layout that is clearly legible. The colour of the surface area immediately surrounding the label shall contrast with the background of the label.

40. Bidder to comply with statutory prescribed Emergency Procedures.

41. The bidder must be in compliance with Occupational Health and Safety regulations, a lifting device must be available for containers weighing more than 15kg.
42. The contractor must be in possession of a calibrated HCRW weighing scale during the removal of HCRW to ensure the correct weight of the medical waste is taken. The proof of calibration must be submitted quarterly to the SAMHS Health Care facility where medical waste is removed.
43. All HCRW vehicles are to be registered within the relevant province in which HCRW is being collected. When HCRW vehicles cross over Provincial borders registration as a hazardous transport vehicle is required in terms of legislation.
44. The bidder must ensure that all Health Care Risk Waste is treated no later than 24 hours after it has been delivered to the treatment plant, if not report on weekly report.

TRACKING OF HCRW

45. The bidder must have a tracking system in place that facilitates tracking of all HCRW containers from delivery to destruction of contents and landfill disposal thereof. Each container must have a unique tracking number. Colour coding of stickers or containers for easy identification and tracking with Electronic Guiding System (EGS) is recommended.

TREATMENT AND DESTRUCTION OF THE HCRW

46. On final destruction / disposal of the HCRW a final destruction manifest document must be handed to the relevant SAMHS Health Care Facility within 7 days after destruction. The original invoice, copy of manifest and additional copy of the invoice **must be hand delivered** to the **Commanding Officer or designated person** at the relevant SAMHS facility.
47. The incinerator or alternative treatment facility or disposal facility (or both) of the waste management contractor shall comply with the relevant requirements and regulations of the current relevant national legislation.
48. The incinerator or alternative treatment facility or disposal facility (or both) shall be approved and authorized for the treatment of the different categories of healthcare risk waste by the approving authority.
49. The residue from the incineration or alternative treatment process shall be disposed of into an appropriate landfill.
50. The incinerator or alternative treatment facility of the waste management contractor shall be adequate for the capacity of waste to be treated.
51. Records shall be kept of the treatment and disposal of the waste.

52. Should problems arise with the final destruction of the HCRW the SAMHS Health Care Facility manager and / or HCRW Officer must be notified and inform the SAMHS HQ and the SAMHS Health Care Facility in question of an alternative approved method of storage, treatment, destruction and disposal of the HCRW.

53. The bidder will be responsible for the disposal of the residues from the treatment of the HCRW in accordance with relevant legislation.

54. The contractor must obtain a certificate from the operator of the landfill used for disposing of the residues, stating the time, date and quantity of the residues delivered to the landfill. A copy of this certificate must be forwarded to the relevant SAMHS Health Care Facilities monthly. The contractor will also be responsible for the disposal of the residues from the treatment of the HCS (Hazardous Chemical Substance) waste in accordance with relevant legislation.

55. The final choice of a treatment process will be made on the basis of various factors:

- a. Health and environmental considerations.
- b. Volume and mass reduction.
- c. Occupational Health and Safety considerations.
- d. Quantity of HCS for treatment and waste for disposal capacity of the system.
- e. Types of HCS waste for disposal.
- f. Regulatory requirements.

TRAINING AND CONSULTANCY

56. The contractor must provide initial and quarterly training (at their expense) within each SAMHS Health Care Facility with reference to HCRW management. Training to be conducted on awarding of the bid as well as when required for new employees and refresher courses for employees where problems are identified. Proof of training (register) conducted must be submitted to HCRW Coordinator.

HEALTH AND SAFETY

57. The contractor must comply with the Occupational Health and Safety Act (OHS) as well as the Compensation for Occupational Injuries and Diseases (COID) Act as well as any other relevant legislation.

58. Response team contact numbers must be made available on all HCRW containers.

59. The contractor must make available emergency spill kits to all SAMHS Health Care Facilities. (Supply list of contents of emergency spill kits on separate page).

CONCLUSION

60. The SAMHS reserves the right to conduct inspection and laboratory testing of the premises prior to awarding the bid and at any time after to ensure legal compliance on the part of the contractor.

Name: _____ **Designation** _____

Company: _____ *hereby comply and take cognisance of the*

Specification as stipulated. Signed _____ *on this date* _____

MEDICAL WASTE SPECIFIC REQUIREMENTS & SPECIFICATIONS

1. For the purpose of this section of the contract, "Medical Waste" includes:
 - a. Anatomical HCRW.
 - b. Anatomical HCRW preserved with Formaldehyde.
 - c. Infectious non-anatomical HCRW.
 - d. Sharps and similar HCRW.
2. HCRW must be collected and removed from each point of generation as follows:
 - a. Infectious waste within 48 hours of generation.
 - b. Pathological waste within 24 hours of generation.
 - c. Sharps within 90 days of generation.
3. The removal of HCRW **MUST take place as indicated above** including week-ends and public holidays.
4. The service will be rendered at ALL of the SAMHS Health Care Facilities as listed in the appendix.

SPECIFICATIONS

5. The containers must be rigid, puncture proof, tamper proof and leak proof.
6. The containers must be designed to reduce the risk of spillage and ensure that any moisture of liquids is safely contained.
7. The containers must be stackable in the unassembled state for effective transport and storage of empty containers.
8. The containers must be stackable in the assembled state and preferable in modular fashion for the different sizes of containers to allow for effective storage and transport of full containers.
9. The containers must close by means of a tight fitting, tamper proof lid that can be sealed.
10. All containers must include suitable warning signage, the international biohazards symbol and relevant UN codes as recommended by the World Health Organization, together with the text "Bio-hazardous Waste for "Destruction" or similar text in clear readable letters and to local Government legislation. Labels may be colour coded with bold signs or writings to distinguish type of waste eg corrosive, explosive etc
11. Each container must be individually coded with a single use; unique serial number and the containers must be traceable according to these coded numbers.
12. The containers must be re-usable.

13. The containers must be SABS approved.
14. A maximum fill line must be printed on each container.
15. A large enough container must be available to accommodate a large adult limb (full length leg).
16. The container must be lined with a 60 litre plastic bag of at least an 80-100 micron, high quality, and red plastic bag.
17. Submit proof of compliance in terms of red plastic bag quality (micron thickness).
18. The liners must comply to the following:
 - a. Each liner must be supplied with tie.
 - b. The tie must be non-PVC elastic ties, rope and non-PVC plastic sealing tags of the self-locking type or heat sealers for HCRW bags.

SUPPLY OF HCRW CONTAINERS

19. The contractor must provide HCRW containers that comply to the SANS Code 0248 and in accordance with the mentioned specifications.
20. The contractor must throughout the service period ensure that SAMHS Health Care Facilities have sufficient supply of HCRW containers.
21. The HCRW disinfectant containers must be delivered by the contractor, to one collection point at each indicated SAMHS Facility, against a signed receipt from the HCRW officer or other mandated person.
22. The contractor must deliver HCRW containers at delivery points during weekdays between 08:00 to 15:00 at each collection / delivery point or as arranged with unit.
23. The contractor is responsible for the disinfecting of all re-usable containers, and provides proof that rotated containers are disinfected. Disinfecting should not to be done at SAMHS facilities.

COLLECTION OF WASTE CONTAINERS

24. The contractor must collect the HCRW containers from the HCRW collection point at each SAMHS Health Care Facility as negotiated.
25. No expired or hazardous medicines should be broken out, crushed or punctured of their neither original blister package nor creation of pastry mixtures, sludge or by-products from pharmacy or SAMHS premises.
26. Facility and patient information should be removed or permanently blocked from all unserviceable medicines destined for collection and destruction.

27. The contractor must notify the relevant SAMHS Health Care Facility representative, telephonically followed by written correspondence of changes to the collection program, 48 hours prior to those changes taking effect and vice versa.

28. On collection of HCRW container, a replacement-disinfected container must be available immediately.

29. On collection of the HCRW containers the contractor must issue collection manifest document with the following details:

- a. Date and time of Collection.
- b. Facility Collected from.
- c. Containers must have a tracking / tracing system.
- d. Type (volume / size) of container.
- e. Type of HCRW collected.
- f. Person collecting – name of the contracted person must sign and print on collection manifest which must be submitted to the HCRW Co-ordinator at the Unit in question.
- g. Person from SAMHS Health Care Facility must be present during the collection and handing over of HCRW to the contractor.

30. The collection manifest must be issued, at the time and place of the HCRW collection. A copy of the collection manifest signed by both parties and must be submitted to the appointed HCRW co-ordinator before the contractor leaves the SAMHS Health Care Facility.

MEDICAL WASTE MANAGEMENT SYSTEM

31. The contractor must, as part of the services, implement a HCRW Management system for example ISO 9001.

32. The contractor must supply each HCRW Contract co-ordinator and SAMHS Health Care Facility Officer with the following reports:

- a. Corrective Actions Report regarding any critical issues and emergencies to be reported to the coordinators within 24 hours.
- b. Manifest document to be issued and signed by both parties on collection to the HCRW co-ordinator at each SAMHS Health Care Facility.
- c. Monthly reports of:
 - i. HCRW containers collected and not yet disposed-off and reasons thereof.
 - ii. HCRW containers rejected by contractors and reasons thereof.

- iii. Problems encountered and possible rectification actions.
- d. Monthly certification of destruction and disposal to approved landfill together with copies of certificate received from landfill.
- e. Monthly reports per SAMHS Health Care Facility collection point indicating the following:
 - i. Type of HCRW.
 - ii. Number of Containers per size and type.
 - iii. Total litres / weight per HCRW categories per SAMHS Health Care Facility collection point per month.
- f. Confirm that the HCRW has been disposed in an approved landfill that has been approved by the relevant local authority.
- g. Training report.

PRICING SCHEDULE FOR THE MEDICAL WASTE

33. The pricing structure of the removal of HCRW must be per kilogram, per litre or per container. The total price must include all hidden costs such as transport, reusable containers, red plastic bags, incineration / destruction and disposal of the HCRW categories etc.

34. Payment will only take place after submission of the collection manifest, final destruction manifest and invoice to the relevant SAMHS Health Care Facility. The manifest must indicate the quantity of HCRW collected and incinerated per kilogram or per litre.

35. All documents must be cross-referenced and correspond for verification purposes. Failure to attach manifest document to invoice will result in delay in payment from the SAMHS.

Name: _____ **Designation** _____

Company: _____ **hereby comply and take cognisance of the**

Specification as stipulated. Signed _____ **on this date** _____

PHARMACEUTICAL WASTE REMOVAL

PHARMACEUTICAL WASTECONTAINER SPECIFICATIONS

1. The contractor must provide pharmaceutical containers (green) that comply to the SANS 10248 and in accordance with the attached specifications as in Section A: Specifications.
2. The containers must be rigid, puncture proof and tamper proof.
3. The containers must be designed to reduce the risk of spillage and ensure that any moisture of liquid is safely contained.
4. The containers must be stackable in the unassembled state for effective transport and storage of empty containers.
5. The containers must be stackable in the assembled state and preferable in modular fashion for the different sizes of containers to allow for effective storage and transport of full containers.
6. The containers must close by means of a tight fitting, tamper proof, snap-on lid that can be sealed and locked.
7. The container must include suitable warning signage, the international biohazards symbol and relevant UN codes as recommended by the World Health Organization, together with the text "Pharmaceutical waste for destruction" or similar text in clear readable letters.
8. Each container must be individually coded with a single use; unique serial number and the containers must be traceable according to these bar-coded numbers. The containers must be re-usable.
9. The containers must be SABS approved, and according to Occupational Health and Safety regulations.
10. A maximum fill line must be printed on each container.
11. The contractor must throughout the service period ensure that SAMHS Health Care Facilities have sufficient supply of pharmaceutical containers and liners.
12. The pharmaceutical containers must be delivered by the contractor, to one collection point at each indicated SAMHS Health Care Facility, against a signed receipt from the Unit pharmaceutical waste officer or other mandated person.
13. The contractor must deliver pharmaceutical waste containers at delivery points during weekdays at each collection / delivery point. Prior arrangements must be made with the Commanding Officer or designated person of the SAMHS Facility to collect pharmaceutical waste.
14. The cleaning of the re-usable pharmaceutical containers is the responsibility of the contractor and not SAMHS Health Care Facilities.

15. The unused pharmaceutical containers must be delivered in a clean, non-contaminated vehicle, separate from the vehicle used for the collection of pharmaceutical waste.

WASTE CONTAINER FOR PHARMACEUTICAL GLASS SHARPS

16. There must be no metal objects as part of the sharps containers.
17. The sharps containers must be stackable in the unassembled state for effective transport and storage of empty containers.
18. The sharps containers must be stackable in the assembled state and preferable in modular fashion for the different sizes of containers to allow for effective storage and transport of full containers.
19. The lid of the sharps container must be tight fitting, leak proof, tamper proof.
20. Once the lid / secondary lid is locked it must not be possible to re-open.
21. A secondary lid must seal the top loading section of the sharps container.
22. A label must be so located on the sharps containers as to be clearly visible when stacked with other packaging.
23. The sharps container must include suitable warning signage, the international biohazards symbol and relevant UN codes as recommended by the World Health Organization, together with the text "Pharmaceutical Glass Sharps" or similar text in clear readable letters.
24. Each container must be individually coded with a single use; unique serial number and the containers must be traceable according to these bar coded numbers.
25. A maximum fill line must be printed on each container.
26. Colour coding for Pharmaceutical Glass Sharps should preferably be yellow clearly labelled PHARMACEUTICALS (Indicate colour available).

COLLECTION OF THE PHARMACEUTICAL WASTE

27. The contractor must collect the pharmaceutical waste from the pharmaceutical waste collection point at each SAMHS Facility as negotiated.
28. The contractor must submit a list to the Unit HCRW co-ordinator of all pharmaceutical waste collection points agreed upon with the SAMHS Health Care Facilities, no later than 2 weeks before commencement of services dates.
29. The contractor must ensure that no pharmaceutical waste is left unattended once it has been collected and removed by the contractor from the SAMHS Health Care Facility.
30. The contractor must collect pharmaceutical waste from the SAMHS Health Care Facilities in accordance with the collection program.

31. The contractor must notify the relevant SAMHS Health Care Facility representative, telephonically followed by written correspondence of changes to the collection program, 48 hours prior to those changes taking effect and vice versa.

32. On collection of the containers the contractor must issue a collection manifest document with the following details as well as any additional detail required by legislation:

- a. Date and time of collection.
- b. Facility collected from.
- c. Collected containers bar code/number with type (volume / size) of container.
- d. Type of pharmaceutical waste collected.
- e. Name of person collecting the waste.
- f. Name of the person at the SAMHS Health Care Facility handing over the waste.
- g. Weight of collected containers per container bar code (if available).
- h. Amount collected in kilogram, per litre or per container.
- i. Amount collected in kilogram, per litre or per container.
- j. The collection manifest must be issued, at the time and place of the pharmaceutical waste collection. A copy of the collection manifest signed by both parties must be submitted to the Pharmacist and Unit HCRW Co-ordinator before the contractor leaves the SAMHS Health Care Facility.

PHARMACEUTICAL WASTE MANAGEMENT SYSTEM

33. The contractor must, as part of the services, implement a pharmaceutical waste management system.

34. The contractor must supply each Pharmacist and SAMHS contract co-ordinator and SAMHS Health Care Facility Officer with the following reports:

- a. Report regarding any critical issues and emergencies to be reported to the above-mentioned persons within 24 hours.
- b. Manifest document to be issued on collection to the Pharmacist at each SAMHS Health Care Facility as negotiated.
- c. Weekly report of:
 - i. Pharmaceutical waste containers collected and not yet disposed of and reason therefore.
 - ii. Pharmaceutical waste containers rejected by contractor and reason therefore.
 - iii. Problems encountered and possible rectification actions.

- d. Quarterly reports per SAMHS Health Care Facility collection point indicating the following:
 - i. Type of pharmaceutical waste.
 - ii. Number of containers per size.
 - iii. Total weight per pharmaceutical waste categories per SAMHS Health Care Facility collection point per month.
 - iv. Certification that the pharmaceutical waste residue has been disposed of in an approved landfill by the relevant local authority.
 - v. Training report.
- e. Bi-annually meetings to be held (or as required) between the contractor and the Pharmacist and Unit HCRW Co-ordinator at the various SAMHS Health Care Facilities.
- f. The contractor must be open to inspections with regards to pharmaceutical waste management at any time by the SAMHS. On inspection of the premises the contractor must submit all required permits and certificates as required by legislation when requested.

PRICING SCHEDULE FOR THE PHARMACEUTICAL WASTE

35. Payment will only take place after submission of the collection manifest, final destruction manifest and invoice to the relevant SAMHS Health Care Facility. The manifest must indicate the quantity of HCRW collected and incinerated per kilogram, per litre or per container.

36. All documents must be cross-referenced and correspond for verification purposes. Failure to attach manifest document to invoice will result in delay in payment from the SAMHS.

Name: _____ **Designation** _____

Company: _____ *hereby comply and take cognisance of the*

Specification as stipulated. Signed _____ *on this date* _____

SPECIFICATION AND SCOPE OF WORK FOR THE REMOVAL OF CHEMICAL WASTE

1. Management of Chemical Waste. It is the responsibility of the SAMHS to have a chemical waste management system in place or to have access to such a system. Such a system should deal comprehensively with measures for waste minimization, segregation, packaging, labelling, storage and removal under circumstances that do not pose a threat to human health or the environment, both for routine circumstances and in the event of an accident resulting in contamination with chemical waste.

CHEMICAL WASTE SPECIFIC REQUIREMENT

2. For the purpose of this contract the following items would be regarded as chemical waste:

- a. Flammable liquids.
- b. Flammable solids or substances.
- c. Oxidising substances.
- d. Poisonous (toxic) and infectious substances (This includes pesticides and pesticides containers).
- e. Corrosive substances.

CHEMICAL WASTE CONTAINER SPECIFICATIONS

3. The containers must be SABS approved.
4. The containers must be resistant to fire, corrosion and impact.
5. The containers must be gas tight, puncture proof and tamper proof.
6. The containers must be designed to reduce the risk of spillage and ensure that any moisture of liquid is safely contained.
7. The containers must be stackable in the unused state for effective transport and storage of empty containers.
8. The containers must close by means of a tight fitting, tamper proof lid / cap that can be sealed and / or locked.
9. The container must be identified as "TOXIC WASTE" and must be clearly labelled with the category (including description) as well as other suitable and applicable warning signage. (Dark Green in colour)
10. The container must be identified as "FLAMMABLE WASTE" and must be double labelled with the category (including description) as well as other suitable and applicable warning signage accordance to SANS.
11. Each container must be individually coded with a single use; unique serial number and the containers must be traceable according to these coded numbers, or tracking numbers.
12. A maximum fill line must be printed on each container.

SUPPLY OF THE CHEMICAL WASTE CONTAINERS

13. The contractor must throughout the service period ensure that SAMHS Health Care Facilities have sufficient supply of containers.
14. The appropriate containers must be delivered by the contractor, to the official address of the ordering section, against a signed receipt from the authorised officer or other mandated person.
15. The contractor must deliver HCS containers at delivery points during weekdays.
16. The containers must be delivered in a clean, non-contaminated vehicle, separate from the vehicle used for the collection of HCS waste.
17. Where containers can be re-used, it must be cleaned at the treatment/disposal plant and delivered in a clean, dry and hygienic serviceable condition.

COLLECTION OF CONTAINERS AND THEIR STORAGE BY THE CONTRACTOR

18. The contractor must collect the HCS waste from the facility; prior arrangements must be made with the contact person of the SAMHS Health Care Facility to collect HCS waste.
19. The contractor must ensure that no HCS waste is left unattended once it has been collected and removed by the contractor from the SAMHS Health Care Facility.
20. The contractor must collect HCS waste from the SAMHS Health Care Facilities in accordance with the collection program.
21. The contractor must notify the relevant SAMHS Health Care Facility representative telephonically, followed by written confirmation of changes to the arranged collection program at least 24 hours prior to those changes taking effect and vice versa.
22. On collection of the containers the contractor must issue a collection manifest document with the following details:
 - a. Date and time of collection.
 - b. Facility collected from.
 - c. Tracking number.
 - d. Type of HCS waste collected.
 - e. Person collecting – contractor representative.
 - f. Person handing over from SAMHS Health care facility.
 - g. Weight/volume of collected containers per container and tracking number as well as weight of heavy metals collected per container per tracking number.
 - h. Number of containers collected (per kilogram, per litre or per container).

23. The collection manifest must be issued, at the time and place of the HCS waste collection. The collection manifest must be signed by both parties, retained by the SAMHS and filed as per SAMHS/DOD Policy.

24. Safe storage of HCS waste collected from any SAMHS Health Care Facility remains the responsibility of the contractor, until appropriately treated/disposed of (use of such facility will be for the account of the contractor).

CHEMICAL WASTE MANAGEMENT SYSTEM

25. The appointed contractor will be required to implement HCS waste management system and management plan breakdown of resources and training.

26. If HCS waste is stored, location of storage facility must be reported.

27. The contractor must periodically supply each HCS waste Contract Co-coordinator and SAMHS Health Care Facility Officer with the following reports:

- a. Any critical issues and emergencies to be reported to the above-mentioned persons within 24 hours.
- b. The collection manifest documents to be issued to the SAMHS Health Care Facility on completion of service and signed by both parties.
- c. Destruction manifest documents to be issued on completion of treatment/disposal and issued to the SAMHS Health Care Facility within seven (7) days.
- d. Copy of collection and destruction manifest must accompany the invoice submitted.
- e. Weekly report of:
 - i. HCS waste containers collected and not yet disposed of and reason therefore.
 - ii. HCS waste containers rejected by contractor and reason therefore.
 - iii. Problems encountered and possible rectification actions.
- f. Monthly reports per SAMHS Health Care Facility collection point indicating the following:
 - i. Type of HCS waste.
 - ii. Number of containers per size and type for each category of waste.
 - iii. Total weight per HCS waste categories per SAMHS Health Care Facility collection point per month.
 - iv. Confirm the validity of certification and registration.
 - v. Training report.

28. Bi-annually meetings shall be held between the contractor and the Unit HCRW/appointed person at the various SAMHS Health Care Facilities.

29. The contractor facilities must be open to inspections with regards to HCS waste management at any time by a SAMHS official. On inspection of the premises the contractor must submit all required permits and certificates as required by legislation when requested.

CHEMICAL WASTE PRICING SCHEDULE

30. The pricing structure of the removal of HCS must be per kilogram, per litre or per container. The total price must include all hidden costs such as transport, reusable containers, red plastic bags, incineration / destruction of the HCS categories etc. . Additionally should damage occur to containers due to SAMHS negligence/theft, the price for replacing of the containers must be made visible to the SAMHS.

31. Payment will only take place after submission of the collection manifest, final destruction manifest and invoice to the relevant SAMHS Health Care Facility. The manifest must indicate the quantity of HCS collected and incinerated per kilogram or per litre.

32. All documents must be cross-referenced and correspond for verification purposes. Failure to attach manifest document to invoice will result in delay in payment from the SAMHS.

Name: _____ **Designation** _____

Company: _____ **hereby comply and take cognisance of the**

Specification as stipulated. Signed _____ **on this date** _____

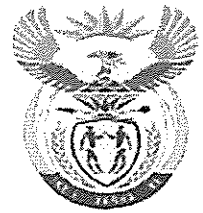
LIST OF CONSUMABLES

S/N	DESCRIPTION	UNIT OF MEASURE
01	Human and veterinary	KG
02	Anatomical with formaldehyde	KG
03	Infectious Non-Anatomical HCRW	KG
04	Flammable solids or substances	Per KG
05	Flammable solids or substances liable to spontaneous combustion	Per KG
06	Flammable solids or substances that emit flammable gases	Per KG
07	Oxidizing Substances	Per KG
08	Organic Peroxides	Per KG
09	Halogens	KG
10	Cytotoxic	KG
11	Heavy metals	KG
12	Aerosol Canister	KG
13	Controlled Substances	KG
14	Anti-Infective Drugs	KG
15	Antiseptics and Disinfectants	KG
16	Solids and Semi Solids	KG
17	Oxidizing Substances	Per Litre
18	Flammable liquids below 18 Degrees Celsius	Per Litre
19	Flammable liquids up 18 Degree Celsius but not including 23 Degree Celsius	Per Litre
20	Flammable liquids up 23 Degree Celsius up to 61 Degree Celsius	Per Litre
21	Organic Peroxides	Per Litre
22	Toxic substances	Per Litre
23	Infectious Substances	Per Litre
24	Corrosive Substances	Per Litre
25	Sharp and similar WASTE container 1.4 Litre	Per Container
26	Sharp and similar WASTE container 2 Litre	Per Container
27	Sharp and similar WASTE container 2.5 Litre	Per Container
28	Sharp and similar WASTE container 5 Litre	Per Container
29	Sharp and similar WASTE container 7.6 Litre	Per Container
30	Sharp and similar WASTE container 10 Litre	Per Container
31	Sharp and similar WASTE container 20 Litre	Per Container
32	Sharp and similar WASTE container 25 Litre	Per Container

S/N	DESCRIPTION	UNIT OF MEASURE
33	Speci Bin 2.5 Litre Container	Per Container
34	Speci Bin 5 Litre Container	Per Container
35	Speci Bin 10 Litre Container	Per Container
36	Speci Bin 20 Litre Container	Per Container
37	Speci Bin 25 Litre Container	Per Container
38	50 Litre Limb Bin Container	Per Container
39	100 Litre Limb Bin Container	Per Container
40	100 Litre Light Weight Limb Bin Container	Per Container
41	Chemical Drum 25 Litre container	Per Container
42	Pharmaceutical 20 Litre Container	Per Container
43	GHCRW Wheelie Bin	Per Container
44	12 Litre Red liner (Placenta)	Per Liner
45	25 Litre Red liner	Per Liner
46	Red Liner 50 Litre @ 60 Micron	Per Liner
47	Red Liner 140 Litre @ 80 Micron	Per liner
48	240 Litre Red liner	Per Liner
49	25 Litre Corrugated Box and Lid	Per Set
50	50 Litre Corrugated Box and Lid	Per Set
51	140 Litre Corrugated Box and Lid	Per Set
52	Bio Hazard Tape	Per Roll
53	Clear Plastic Bag 140 Litre	Per Liner
54	Safety Seals Per 100	Per 100
55	Cable Ties / 100	Per 100
56	Reusable Rubber Gloves	Per Pair
57	Corrugated Box Set 140 Litre	Per Set
58	Decontamination / Disinfectant	Per Canister
59	10 Litre Pedal Bin (GHCRW)	Per Bin
60	50cm Traugurt Sharps Container	Per Container
61	80cm Traugurt Sharps Container	Per Container
62	100cm Traugurt Sharps Container	Per Container
63	1200cm Traugurt Sharps Container	Per Container

COLLECTION POINTS OF THE HEALTH CARE RISK WASTE**EASTERN CAPE PROVINCE COLLECTION POINTS**

1. Area Military Health Unit Eastern Cape
2. East London Military Health Care Centre
3. Grahamstown Military Health Care Centre
4. Port Elizabeth Military Health Base Hospital and Military Health Centre
5. Queenstown Military Health Care Centre
6. Umtata Military Health Care Centre



SPILL KITS

Spill Kits: The contractor must make available emergency spill kits to all SAMHS Health Care Facilities. Bidder to list the contents of emergency spill kits. This information must be submitted on a separate page.

FAILURE TO SUBMIT THE SPILL KIT INFORMATION WILL INVALIDATE THIS OFFER
Appendix N

**Failure to submit this document as indicated by
the closing date and time will invalidate this offer.**
Appendix N



SECTION C

FUCNTIONALITY CRITERIA PHASE 2



FUNCTIONALITY CRITERIA

EXPERIENCE: Bidders shall be evaluated for experience

1. The company will be awarded points for providing a proof and /or certification of experience in the removal and destruction of health care risk waste industry.
2. Such experience should be substantiated by proof and /or certification of:
 - a. Classification of waste.
 - b. Legal compliance
 - c. Safe handling of HCRW
 - d. Basic health and safety
 - e. Emergency procedures
 - f. Basic infection control
 - g. Injuries on duty

FAILURE TO SUBMIT THE FUNCTIONALITY EXPERIENCE CRITERIA INFORMATION AS INDICATED MAY INFLUENCE FUNCTIONALITY SCORING. APPENDIX O



FUNCTIONALITY CRITERIA

PROJECT EXECUTION PLAN: Bidders shall be evaluated for the Project Execution Plan. The project execution plan should address how the bidding company intends to address the entire Scope of Work as stipulated by the South African Military Health Services. Below are critical points they should address.

1. How the company intends to address the following:

- a. Training of DOD members with regards to handling of waste removal materials e.g. bins etc.
- b. Response in case of emergency.
- c. Emergency procedure wrt security (break in) and HCRW tampering.

2. The intended methodology from collection to destruction and landfilling:

- a. How the waste will be collected & weighed.
- b. The transportation method of the HCRW.
- c. The safe keeping of the HCRW (Storage).
- d. The destruction and disposal method of the HCRW in terms of the latest regulations.

3. Contingency plans in the case of the following:

- a. Vehicle accidents carrying the HCRW.
- b. Hijacking of the vehicles carrying HCRW.
- c. Rapid increase in HCRW from the Health care facilities
- d. Spillages or accidental contamination (pricking) at collection, in-transit, storage or disposal sites.

- e. In case of worker absenteeism due to strikes, unrest, sickness, Quarantine and act of nature.

**FAILURE TO SUBMIT THE FUNCTIONALITY EXPERIENCE
CRITERIA INFORMATION AS INDICATED MAY INFLUENCE
FUNCTIONALITY SCORING. APPENDIX P**



FUNCTIONALITY CRITERIA

INSPECTION OF PREMISES: The bidders who have progressed to Phase 2 (Functionality) will be required to host a site inspection of the business premises which will include a report where the End User will confirm the following:

1. Compliance of vehicles such as correct branding, registration, permit to operate as a HCRW transporter
2. HCRW consumables samples as per SANS requirement:
 - a. Red plastic bags
 - b. Boxes and lids
 - c. Sharp container
 - d. Bins
 - e. Pharmaceutical Waste container
 - f. Chemical Waste container
3. Compliance of incineration facilities to the latest Legislation
 - a. Landfill Site
 - b. Registration (Classification requirement class A/HH)
4. Service level/corporation agreement
5. Storage facility(s)

**FAILURE TO SUBMIT THE FUNCTIONALITY EXPERIENCE
CRITERIA INFORMATION AS INDICATED MAY INFLUENCE
FUNCTIONALITY SCORING. APPENDIX Q**



SECTION D

SPECIAL CONDITIONS OF CONTRACT

DEPARTMENT OF DEFENCE

SPECIAL CONDITIONS OF CONTRACT
(SCCs)

TABLE OF CLAUSES

1. Changed Requirement
2. Co-ordinated activities
3. Contractor's Personnel
4. Value Added Tax (VAT)
5. Damage Compensation
6. Waiver
7. Severability
8. Sub-contracting

SPECIAL CONDITIONS OF CONTRACT

CHANGED REQUIREMENT

1. If Department of Defence institutions participating in this contract are disbanded or relocated or for reasons unknown at the time of concluding the contract, the Department of Defence reserves the right to cancel the contract or parts thereof on written notice of 90 days sent to the contractor at the address appearing in the contract.

CO-ORDINATED ACTIVITIES

2. Whilst on Department of Defence premises, personnel of the contractor will have access to all areas, subject to other stipulations in the relevant contract, to render the services. If the contractor's service is not rendered in a specific area at a given time, access to that area is forbidden.
3. The work to be executed must under no circumstances disrupt the routine activities taking place in the institution or on the premises where the service is to be provided.

CONTRACTOR'S PERSONNEL

4. Identification. To identify the contractor's personnel on the premises of the Department of Defence, the personnel will comply with the following, with any costs for the account of the contractor:
 - a. Personnel will wear company identification cards with an employee photograph on it, conspicuously on his/her person at all times;
 - b. Personnel will wear identifiable uniforms whilst on duty.
5. Attitude towards Safety, Health, Security and Service Delivery. Without prejudice to the contractor's responsibility and right to select and appoint his/her own personnel, the Department of Defence will at all times have the right to identify personnel of the contractor whom are considered to be safety and/or health and/or security risk and/or personnel whom are undesirable. In such case the contractor will be requested not to utilise such person(s) any longer to honour his/her obligations in terms of this contract. The contractor will immediately comply with the request and he/she will not, as a result of such a request, be entitled to institute any claim against the Department of Defence for any loss or otherwise suffered as a result of such a request. The contractor therefore indemnifies the Department of Defence against any claim whatsoever from the employee concerned.
6. Name List. The contractor must submit a complete name list of all personnel to be employed on Department of Defence premises to provide the service according to the contract, to the Department of Defence official at the institution or on the premises where the service is to be provided, who will arrange for entry permits for the contractor. Any changes to the personnel must be communicated to the designated official without delay.
7. Personnel on Site. The contractor must ensure that the total number of personnel offered for the execution of this contract is on duty on a daily basis. Provision must therefore be

made for temporary or stand-in personnel for cases where personnel are on leave or sick leave.

VALUE ADDED TAX (VAT)

8. All monies paid in terms of this bid is subject to value added tax calculated at the appropriate tariff from time to time as provided for in the Value Added Tax Act, Act 89 of 1991, the schedules thereto and Rulings as issued by the South African Revenue Services in regard to value added tax.

DAMAGE COMPENSATION

9. The contractor herewith indemnifies the Department of Defence from any claim that may arise from a third party and all costs or legal expenses in this regard, to such a claim for loss or damage resulting from the death, injuries or disability of any such person(s), or the damage to property of the contractor or any other person(s) that may result from or be related to the execution of this contract.
10. The contractor will be held responsible for any damage or theft that may be caused, to the premises or content by him or his employees or be due to their neglect whether in the normal execution of their duties or otherwise and a claim for indemnification can accordingly be imposed by the Department of Defence against the contractor.
11. In the case of damages to premises or content resulting from the work done, the contractor will undertake to rectify the damage immediately to the satisfaction of the Department of Defence. If the contractor fails to act immediately after notification, the Department of Defence will rectify the damage at will and the cost thereof will be recovered from any moneys outstanding.
12. The Department of Defence and its employees will not be held responsible for any claim or injury to the contractor's personnel whilst on Department of Defence property or in the execution of their tasks on Department of Defence property.

WAIVER

13. No waiver of any of the terms and conditions of the contract will be binding or effectual for any purpose unless expressed in writing and signed by the parties thereto, and any such waiver will be effective only in specific instances and for the purpose given. No failure or delay on the part of either party in exercising any right, power or privilege hereunder will operate as a waiver thereof, nor will any single or partial exercise of any right, power or privilege preclude any other or further exercise thereof or the exercise of any other right, power or privilege.

SEVERABILITY

14. Should any of the terms and conditions of the Contract be held to be invalid or unlawful, such terms and conditions will be severable from the remaining terms and conditions, which will continue to be valid and enforceable.

SUB-CONTRACTING

15. In the event that sub-contractors are used to execute the contract or part thereof, the following shall apply:
 - a. Prior Approval. Once the contract has been concluded, the contractor shall obtain prior approval from the Department of Defence before the appointment of any sub-contractor.
 - b. Payment. The contractor shall remain liable to reimburse the sub-contractors for goods delivered or services rendered to the Department of Defence.