Mandatory documents to return with this quote

1. Valid BBBEE certificate or BBBEE affidavit
2. Valid (COIDA – Compensation for Occupational Injuries and Diseases Act). Letter of Good Standing
3. Valid Proof of registration with the National Contract Cleaners Association(NCCA) or BCCCI or BEECA. Attach copy of certificate. Verification of being an active member will be done at award stage
4. Partnership agreement or letter with an accredited service provider for waste removal. Once the appointment is done the third part might be requested to submit certificate.

Enquiries: mokhethi.matobako@bma.gov.za (Technical Enquiries)
Tyrell.white@bma.gov.za (Technical Enquiries)
suppliers.enquiries@bma.gov.za (SCM Enquiries)

BID DOCUMENTS ARE TO BE DEPOSITED IN THE TENDER BOX AT:

TSHEDIMOSETSO HOUSE,
1035 SCHOEMAN ST,
HATFIELD,
PRETORIA,
0028

CLOSING DATE AND TIME: 23 MAY 2025 AT 11:00am

SBD 3.1

PRICING SCHEDULE – FIRM PRICES
(PURCHASES)

NOTE: **ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder…… Bid Number: **S010S2604OTH00012**

Closing Time: **11:00 am** Closing date: **23 MAY 2025**

OFFER TO BE VALID FOR **120 DAYS** FROM THE CLOSING DATE OF BID.

ITEM NO.	Description	Quantity per month	Unit of Measure	Price	Total price(excl vat)
	Supply Of Work Force			**Price Per Month**	**Total price (36 Months)**
1	Cape Town Harbor offices – 728m2 (2 cleaners male and a female)	2 (5 days a week 07H30 to 16H00)			
2	Agriculture and State Vet Office – 375m2 (1 cleaner)	1(5 days a week 07H30 to 16H00)			
3	Cape Town Airport including weekends and public holidays on rotational day shift – 110m2 (2 cleaners male and a female)	2 (7 days a week 07H30 to 16H00)			
4	Cleaner (Car washer, one male for all 3 offices)	(4 days a week 07H30 to 16H00)			
5	Supervisor	1(5 days a week 07H30 to 16H00)			
6	Cleaners quote (Must comply with minimum gazette rate, any amounts below gazzeted rate will lead to disqualification)				
	Supply Of Equipment	**Quantity**	**Unit of Measure**		**Total price (36 Months)**
7	Office Deep Cleaning ,Fumigation and Pest Control - CTN Harbour - 728m2	12	Quarterly (During Weekends/ Holidays)	**3 years**	
8	Office Deep Cleaning ,Fumigation and Pest	12	Quarterly (During	**3 years**	

	Control - CTN Airport - 110m2		Weekends/ Holidays)		
9	Office Deep Cleaning ,Fumigation and Pest Control - Agriculture and State Veterinary office - 375m2	12	Quarterly (During Weekends/ Holidays)	**3 years**	
10	Microfibre cleaning cloths 10x400x400mm	30	Pack	**Per Year**	
11	Air freshener automatic dispenser	10	Each	**Per Year**	
12	Kitchen cloths & sponges/swabs (small & big)	30	Pack	**For all 3 years**	
13	Mutton cloths 400g	30	Pack	**Per Year**	
14	Broom & dustpan	12	Each	**Per Year**	
15	Mop, trolley & bucket set	03	Each	**Per Year**	
16	Feather dusters (half long & half short)	12	Each	**Per Year**	
17	Chemical nitrile green hand gloves (heavy duty)	168	Pair	**Per Year**	
18	Dustbins pedal bins 10 litre	12	Each	**Per Year**	
19	Floor polisher and scrubber	1	Each	**Per Year**	
20	Hoover machine	5	Each	**Per Year**	
21	Buckets & wringer 20 litre	10	Each	**Per Year**	
22	Toilet brushes/scrubs	18	Each	**Per Year**	
23	Steris pray (alcohol based disinfectant) containers	12	Each	**Per Year**	
24	She bins	5	Each	**Once off**	
	Supply Of Cleaning Materials	**Quantity**	**Unit of Measure**	**Price Per Month**	**Total price (36 Months)**
25	Bleach	3	5 Litre		
26	Toilet paper (2 ply)	60	48 Bale		
27	Refuge bags (black) large heavy duty	3	Pack Of 100		
28	Refuge bags (clear) large heavy duty	4	Pack Of100		
29	Pine gel	5	5 Litres		
30	All-purpose multi cleaner	5	5 Litres		
31	Furniture polish multi-purpose	10	400ML Each		
32	Dish washer	5	5 Litres		
33	Air freshener 250ml	10	6 Pack		
34	Insect killer 300ml	2	6 Pack		
35	Sanitizers 500ml	10	6 Pack		
36	Scrubbing/ Stripping pads	3	Each		

37	Window cleaner	2	5 Litres		
38	Liquid hand soap gel	3	5 Litres		
39	Floor polish	2	5 Litres		
40	Toilet bowl cleaner	2	5 Litres		
41	Floor stripper	1	5 Litres		
42	Jeyes fluid disinfectant outdoor cleaner	1	5 Litres		
43	Insecticides 300 ml	3	300 Ml		
44	Paper towels 1 ply 240x324	26	Box/Pack Of 20		
45	Cleaning sponge scourers	15	Pack		
46	Masks 3 ply	50	Pack/Box Of 50		
47	Sterispray (alcohol based disinfectant)	3	5 Litres		
48	She bins waste removal (6 she bins) (must be lined with biodegradable bags and treated with an antimicrobial powder to neutralize bacteria and Oduor between services interval)		Monthly		
49	Male toilet urinary blocks	10	Block		
50	Tyre polish 750ml	3	Each		
51	Overheads		Per month		
	GARDENING SERVICES AT CAPE TOWN AIRPORT (MQS)(1000m2)	**Quantity**		**Price per unit of measure**	**Total price for (36 Months / 3 years)**
52	Grass cutting-1000m2	twice per month			
53	Tree pruning-300 trees	Once per quarter			
	GARDENING SERVICES CAPE TOWN HARBOUR-200m2				
54	Grass cutting-200m2	twice per month			
	GARDENING SERVICES CAPE AGRICULTURE AND STATE VET-200m2				
55	Grass cutting-200m2	twice per month			
SUB-TOTAL					
VAT AT 15%					
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)					

The total cost amount must cover all costs associated with the service

I (full name)_____, in my capacity as _____, the duly authorized representative _____(business name) hereby declares that the offer is in accordance with the attached specification, notes to suppliers & accepts allconditions/clauses contained in the said documents.

Signature of the duly authorisedrepresentative		Date:

- Required by: …….
- At: …….

  ……

- Brand and model …….
- Country of origin …….
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s) …….
- Period required for delivery …….

  *Delivery: Firm/not firm

- Delivery basis ……

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

SBD 6.1

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

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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**

a) The applicable preference point system for this tender is the 80/20 preference point system.

b) 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**

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

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:

80/20 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \quad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = 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 specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
The company is owned / director/s / shareholders by people who are Black. • 100% company owned by people who are Black = **10 points** • ≥51% and <100% company owned by people who are Black = **5 points** • >0% and <51% company owned by people who are Black = **2 points** • 0% company owned by people who are Black = **0 points**	10	
The company is owned / director/s / shareholders by people who are black women. • 100% company owned by people who are black women = **7 points** • ≥51% and <100% company owned by people who are black women = **3 points** • >0% and <51% company owned by people who are black women = **1points** 0% company owned by people who are black women = **0 points**	7	
An EME or QSE which is at least 51% owned by black people	3	

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.

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....

DATE: .....

ADDRESS: .....