

**TRANSNET FREIGHT RAIL**, a division of

**TRANSNET SOC LTD**

Registration Number 1990/000900/30

[hereinafter referred to as **Transnet**]

**REQUEST FOR QUOTATION [RFQ] No HOAC – JHB-21270**

**FOR THE PROVISION OF: PEST CONTROL SERVICES REQUIRED AT SENTRARAND,  
JOHANNESBURG FOR A PERIOD OF TWO (2) YEARS**

**ISSUE DATE: 16 MAY 2016**  
**CLOSING DATE: 31 MAY 2016**  
**CLOSING TIME: 10:00 AM**  
**OPTION DATE: 03 OCTOBER 2016**

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#### **4 Legal Compliance**

The successful Respondent shall be in full and complete compliance with any and all applicable national and local laws and regulations.

#### **5 Changes to Quotations**

Changes by the Respondent to its submission will not be considered after the closing date and time.

#### **6 Pricing**

All prices must be quoted in South African Rand on a fixed price basis, excluding VAT.

#### **7 Prices Subject to Confirmation**

Prices quoted which are subject to confirmation will not be considered.

#### **8 Binding Offer**

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

#### **9 Disclaimers**

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

- modify the RFQ's goods / service(s) and request Respondents to re-bid on any changes;
- reject any Quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify Quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced Quotation or an alternative bid;
- reject all Quotations, if it so decides;
- place an order in connection with this Quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider should it at Transnet's discretion be more advantageous in terms of, amongst others, cost or developmental considerations ;  
or
- make no award at all.

Should a contract be awarded on the strength of information furnished by the Respondent, which after conclusion of the contract, is proved to have been incorrect, Transnet reserves the right to cancel the contract.

Transnet reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another bidder.

Transnet reserves the right to conduct Post Tender Negotiations (PTN) with selected Respondents or any number of short-listed Respondents, such PTN to include, at Transnet's discretion, any evaluation criteria listed in the RFQ document.

Should the preferred bidder fail to sign or commence with the contract within a reasonable period after being requested to do so, Transnet reserves the right to award the business to the next highest ranked bidder, provided that he/she is still prepared to provide the required goods at the quoted price.

## **10 Specification/Scope of Work**

### **SCOPE OF WORK**

#### **PEST CONTROL**

#### **LOCATION OF WORK**

**Area : Sentrarand, Johannesburg**

**Please refer to attached Annexure A**

#### **10.1.1 OBJECTIVE:**

This contract covers the following:

- ❖ Rendering of Pest control services to office buildings and other buildings quarterly and on an as and when basis, i.e. carry out inspections and treatments, bring under control any infestation of pesticides.
- ❖ Pest Management should offer innovative pest prevention programme for cockroaches, rodents, booklice, flies, bees, ants and snakes.
- ❖ The routine treatment programme should include but not be limited to “pest species” specific and focus on the identification of the pest species followed by specific elimination treatments and maintenance treatment methods.
- ❖ Installation of tamper proof bait boxes/stations.
- ❖ Service to be provided and delivered timeously by the Service Provider. (Inspections and treatments).
- ❖ A low odour pesticide to be used.

**REQUIREMENTS:**

- ❖ Material Safety Data Sheet (for Pest control) it should be SABS or ISO9001 approved and it must come from where the products are purchased from.
- ❖ Completion of SHE management questionnaires
- ❖ Pest control certification from an accredited body
- ❖ Completion of compliance to specification declaration

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### **10.1.2 WORKS INFORMATION:**

- ❖ Pest Management should offer innovative pest prevention programme for cockroaches, rodents. Bees and flies, ants and snakes as well as prevention programme against stored product pests such as rice weevils, indian meal moth, warehouse moth, mealworm beetle, flat grain beetle, lesser grain borer and granary weevils.
- ❖ The routine treatment programme should include but not be limited to “pest species” specific and focus on the identification of the pest species followed by the elimination treatments and maintenance treatment methods.
- ❖ Should the use of insecticides be necessary, the Service Provider should take the form of systematic applications in the form of insecticidal dust, liquid residuals, liquid non-residuals, baits, non-residual insecticidal gas or insecticidal thermal fog, all which will be expertly applied through the various parts of the affected facility.
- ❖ All treatment methods, pesticides and pest materials should be in strict compliance with the Department of Agricultural, SABS and local regulations.

### **DURATION OF CONTRACT:**

This contract will be for the period of two years.

### **10.1.3 SUPERVISION:**

- ❖ The Service Provider shall exercise supervision over the works at all times during the hours of work or shall be represented by an agent having full power and authority to act on his/her behalf.
- ❖ The Service Provider shall be responsible in adhering to the safety clauses of ACT 85 of 1993 as applicable on type of work performed.

### **10.1.4 HOURS OF WORK:**

The Service Provider shall confine the work to normal working hours except when work outside these hours is permitted by the Supervisor in charge at the Service Provider’s request or ordered by the Supervisor in charge.

Weekdays (Mondays to Fridays: 07h30 to 16h00).

#### **10.1.5 TO BE PROVIDED BY THE SUPPLIER:**

- ❖ The Service Provider will provide necessary tools and equipment to execute the work to the satisfaction of the Supervisor.
- ❖ .All equipment must be kept in a good and safe condition at all times and must comply with all safety regulations.
- ❖ The Service Provider must state separately depending on the action of the work to be done the amount of workers that will be on site.

#### **10.1.6 PERFORMANCE MONITORING AND EVALUATION:**

- ❖ The Service Provider shall at all times be responsible for supervision of work and for follow up inspections to monitor the successful service rendered.
- ❖ The Service Provider shall immediately take appropriate remedial action in areas where the specified standards of control are not achieved.
- ❖ The Supervisor (or his deputy) shall at any times during the contract period carry out inspections of the Service Provider(s) performance methods and procedures.

#### **10.1.7 SITE BOOKS**

- ❖ A site instruction book shall be provided by the Supplier, such book shall have numbered sheets for receiving and recording instructions by the Technical Officer and shall be clearly marked "Site Instruction Book".
- ❖ Only persons authorized in writing by the Technical Officer or Supplier may make entries in the Site Book.
- ❖ On completion of the contract the Site Book/Site Books shall be returned to the Technical Officer managing the contract on behalf of TFR Real Estate Management.

#### **10.1.8 SHE COMPLIANCE**

- ❖ Contractor to conform with all Safety Requirements including Safety, Health, Environment (SHE) Inductions for Contractors as specified by Transnet Freight Rail (copy enclosed)

**MEASUREMENT AND PAYMENT:**

- ❖ Payment will be done after receiving the tax invoice, a full detail list of all work performed during the period and a register signed by the Supervisor.
- ❖ The Supervisor will certify on the invoice that all work was performed according to the contract and to the satisfaction of Transnet Freight Rail.
- ❖ Invoice to be submitted after all sites have been inspected, treated and invoiced.
- ❖ In the event of no inspection or treatment at a site then payment for that period will be withheld.

**10.1.9 AGREEMENT PRICE AND ADJUSTMENT FACTOR:**

No price adjustment will be applicable in this agreement. Any price increase due to escalation will be for the Service Provider's account.

**Work schedule will be requested at point of award**

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### **VALUE-ADDED TAX:**

- ❖ Value-added tax in terms of the Value-added Tax Act No.89 of 1991 should not be included in the rates. Provision is made in the Schedule of Prices for the lump addition of Value-added Tax.

### **10.1.10 SITE REGISTER:**

- ❖ The Service Provider shall provide a site register and daily diary at the various sites as directed by the Supervisor for the duration of the agreement.
- ❖ The register shall only be used by the Supervisor or his/her deputy and will be used for the issuing of instructions to the Service Provider and the monitoring of services supplied.
- ❖ The Service Provider shall complete the register and a detailed description of the work done shall be recorded on a daily basis. The register shall not be removed from the site without the permission of the Supervisor.

### **10. 1.11 PROTECTIVE CLOTHING:**

Protective clothing according to the Safety Code should be worn at all times whenever executing services to fulfill contract obligations.

### **10.1.12 BREACH OF CONTRACT:**

The client (Transnet Freight Rail) will be allowed to terminate the contract by giving 30 days' notice should the service not be according to specification and client's full satisfaction.

### **10.1.13 SPECIAL CONDITIONS:**

- ❖ The Service Provider shall supply all the materials, chemicals and equipment required to perform the works.
- ❖ The Service Provider shall be responsible for the safe-keeping of all his/her material and equipment.
- ❖ Transnet Freight Rail shall not be responsible for any losses or damages to the material and equipment.

- ❖ All work shall be carried out in a neat and orderly manner to the satisfaction of the Supervisor.
- ❖ The tendered price for the above works must include the costs of all chemicals, material and labour necessary for the proper execution of the works in every aspect.
- ❖ No sub-contractors will be allowed on site without prior permission from the Supervisor.

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**ANNEXURE A PART 1**

**CLAUSE BY CLAUSE COMPLIANCE SCHEDULE.**

**RFQ NUMBER HOAC- 21270**

**PROVISION FOR: PEST CONTROL SERVICES REQUIRED AT SENTRARAND, JOHANNESBURG FOR A PERIOD OF TWO (2) YEARS**

The compliance response is to contain ONLY the following statements, **Comply**", or **“Do not comply”**.

BIDDERS ARE TO REFER TO SPECIFICATIONS FOR PEST CONTROL SERVICES REQUIRED AT SENTRARAND

<b>item</b>	<b>DESCRIPTION</b>	<b>Comply</b>	<b>Do Not Comply</b>
<b>10.1.1</b>	<b>OBJECTIVE</b>		
	Rendering of Pest control services to office buildings and other buildings quarterly and on an as and when basis, i.e. carry out inspections and treatments, bring under control any infestation of pesticides.		
<b>10.1.2</b>	<b>WORKS INFORMATION</b>		
	Pest Management should offer innovative pest prevention programme for cockroaches, rodents, booklice, flies, bees, ants, snakes and fumigation of the offices		
	The routine treatment programme should include but not be limited to “pest species” specific and focus on the identification of the pest species followed by specific elimination treatments and maintenance treatment methods.		
	Installation of tamper proof bait boxes/stations.		
	Service to be provided and delivered timeously by the Service Provider. (Inspections and treatments).		

	A low odour pesticide to be used		
	Pest Management should offer innovative pest prevention programme for cockroaches, rodents, bees and flies, ants and snakes as well as prevention programme against stored product pests such as rice weevils, indian meal moth, warehouse moth, mealworm beetle, flat grain beetle, lesser grain borer and granary weevils.		
	The routine treatment programme should include but not be limited to “pest species” specific and focus on the identification of the pest species followed by the elimination treatments and maintenance treatment methods		
	Should the use of insecticides be necessary, the Service Provider should take the form of systematic applications in the form of insecticidal dust, liquid residuals, liquid non-residuals, baits, non-residual insecticidal gas or insecticidal thermal fog, all which will be expertly applied through the various parts of the affected facility.		
	All treatment methods, pesticides and pest materials should be in strict compliance with the Department of Agricultural, SABS and local regulations.		
<b>10.1.3</b>	<b>SUPERVISION</b>		
	The Service Provider shall exercise supervision over the works at all times during the hours of work or shall be represented by an agent having full power and authority to act on his/her behalf.		
	The Service Provider shall be responsible in adhering to the safety clauses of ACT 85 of 1993 as applicable on type of work performed.		

<b>10.1.4</b>	<b>HOURS OF WORK</b>		
	<p>The Service Provider shall confine the work to normal working hours except when work outside these hours is permitted by the Supervisor in charge at the Service Provider's request or ordered by the Supervisor in charge.</p> <p>Weekdays (Mondays to Fridays: 07h30 to 16h00).</p>		
<b>10.1.5</b>	<b>TO BE PROVIDED BY THE SUPPLIER</b>		
	<p>The Service Provider will provide necessary tools and equipment to execute the work to the satisfaction of the Supervisor</p>		
	<p>All equipment must be kept in a good and safe condition at all times and must comply with all safety regulations.</p>		
	<p>The Service Provider must state separately depending on the action of the work to be done the amount of workers that will be on site.</p>		
<b>10.1.6</b>	<b>PERFORMANCE MONITORING AND EVALUATION</b>		
	<p>The Service Provider shall at all times be responsible for supervision of work and for follow up inspections to monitor the successful service rendered.</p>		
	<p>The Service Provider shall immediately take appropriate remedial action in areas where the specified standards of control are not achieved.</p>		
	<p>The Supervisor (or his deputy) shall at any times during the contract period carry out inspections of the Service Provider(s) performance methods and procedures.</p>		

<b>10.1.7</b>	<b>SITE BOOKS</b>		
	A site instruction book shall be provided by the Supplier, such book shall have numbered sheets for receiving and recording instructions by the Technical Officer and shall be clearly marked "Site Instruction Book"		
	Only persons authorized in writing by the Technical Officer or Supplier may make entries in the Site Book.		
	On completion of the contract the Site Book/Site Books shall be returned to the Technical Officer managing the contract on behalf of TFR Real Estate Management.		
	<b>SHE COMPLIANCE</b>		
	Contractor to conform with all Safety Requirements including Safety, Health, Environment (SHE)		
<b>10.1.8</b>	<b>AGREEMENT PRICE AND ADJUSTMENT FACTOR</b>		
	No price adjustment will be applicable in this agreement. Any price increase due to escalation will be for the Service Provider's account.		
<b>10.1.9</b>	<b>SITE REGISTER</b>		
	The Service Provider shall provide a site register and daily diary at the various sites as directed by the Supervisor for the duration of the agreement.		
	The register shall only be used by the Supervisor or his/her deputy and will be used for the issuing of instructions to the Service Provider and the monitoring of services supplied.		
	The Service Provider shall complete the register and a detailed description of the work done shall be recorded on a daily basis. The register shall not be removed from the site without the permission of the Supervisor.		

<b>10.1.10</b>	<b>PROTECTIVE CLOTHING</b>		
	Protective clothing according to the Safety Code should be worn at all times whenever executing services to fulfill contract obligations.		
<b>10.1.11</b>	<b>SPECIAL CONDITIONS</b>		
	The Service Provider shall supply all the materials, chemicals and equipment required to perform the works.		
	The Service Provider shall be responsible for the safe-keeping of all his/her material and equipment		
	Transnet Freight Rail shall not be responsible for any losses or damages to the material and equipment		
	All work shall be carried out in a neat and orderly manner to the satisfaction of the Supervisor		
	The tendered price for the above works must include the costs of all chemicals, material and labour necessary for the proper execution of the works in every aspect		
	No sub-contractors will be allowed on site without prior permission from the Supervisor		
	<b>BREACH OF CONTRACT</b>		
	The client (Transnet Freight Rail) will be allowed to terminate the contract by giving 30 days' notice should the service not be according to specification and client's full satisfaction.		

**ANNEXURE A PART 2**

**CLAUSE BY CLAUSE COMPLIANCE SCHEDULE**

<b>Department</b>	<b>Asset no.</b>	<b>Description</b>	<b>Square metres</b>	<b>Frequency of Pest control</b>	<b>Comply</b>	<b>Do not Comply</b>
Agriculture and Bulk Liquids	02YK076J	Main Admin bldg	1558	Quarterly		
Agriculture and Bulk Liquids	02AK099J	ROE office	594	Quarterly		
Agriculture and Bulk Liquids	02AK185J	Office (Sisonke)	250	Quarterly		
Agriculture and Bulk Liquids	02AK186J	Locker room	187	Quarterly		
Agriculture and Bulk Liquids	02AK187J	Mess & Ablution	102	Quarterly		
Agriculture and Bulk Liquids	02AK188J	Mess & Ablution	108	Quarterly		
Agriculture and Bulk Liquids	02AK189J	Office	306	Quarterly		
Agriculture and Bulk Liquids	02AK190J	Mess & Ablution	78	Quarterly		
Agriculture and Bulk Liquids	02AK167J	Admin bldg	190	Quarterly		
Agriculture and Bulk Liquids	02AK177J	Mess & Ablution	153	Quarterly		
Agriculture and Bulk Liquids	02AK210J	Mess & Ablution	126	Quarterly		



Agriculture and Bulk Liquids	02AK224J	Mess & Ablution	155	Quarterly		
Agriculture and Bulk Liquids	02AK208J	Control cabin	80	Quarterly		
Agriculture and Bulk Liquids	02AK209J	Control cabin	80	Quarterly		
Agriculture and Bulk Liquids	02AK180J	Workshop / office	110	Quarterly		
Agriculture and Bulk Liquids	02AK181J	Ablution	110	Quarterly		
Agriculture and Bulk Liquids	02AK157J	Mess & Ablution	60	Quarterly		
Agriculture and Bulk Liquids	02AK217J	Mess & Ablution	60	Quarterly		
Agriculture and Bulk Liquids	02AK164J	Control cabin	56	Quarterly		
Agriculture and Bulk Liquids	02AK165J	Mess & Ablution	16	Quarterly		
Agriculture and Bulk Liquids	02AK200J	Mess & Ablution	50	Quarterly		
Agriculture and Bulk Liquids	02AK205J	Mess & Ablution	45	Quarterly		
Agriculture and Bulk Liquids	02AK204J	Control cabin	42	Quarterly		
Agriculture and Bulk Liquids	02AK216J	Control cabin	40	Quarterly		

Agriculture and Bulk Liquids	02AK201J	Control cabin	36	Quarterly		
Agriculture and Bulk Liquids	02AK215J	Mess & Ablution	35	Quarterly		
Agriculture and Bulk Liquids	02AK158J	Control cabin	32	Quarterly		
Agriculture and Bulk Liquids	02AK178J	Mess & Ablution	24	Quarterly		
Agriculture and Bulk Liquids	02AK213J	Office	24	Quarterly		
Agriculture and Bulk Liquids	02AK214J	Store	105	Quarterly		
Agriculture and Bulk Liquids	02AK171J	Control cabin	20	Quarterly		
Agriculture and Bulk Liquids	02AK118J	Cabin Shunting	15	Quarterly		
Agriculture and Bulk Liquids	02AK119J	Cabin Shunting	15	Quarterly		
Agriculture and Bulk Liquids	02AK120J	Control cabin	20	Quarterly		
Agriculture and Bulk Liquids	02AK155J	Control cabin	20	Quarterly		
Agriculture and Bulk Liquids	02AK138J	Garage	18	Quarterly		
Agriculture and Bulk Liquids	02AK139J	Office/Mess & Ablution	228	Quarterly		

Agriculture and Bulk Liquids	02AK255J	Security office (north gate)	25	Quarterly		
Agriculture and Bulk Liquids	02ZK031J	Security office	48	Quarterly		
Agriculture and Bulk Liquids	02WK001J	Tower	1915	Quarterly		
Agriculture and Bulk Liquids	02WK002J	Tower	1915	Quarterly		
Agriculture and Bulk Liquids	03AK116J	Workshop	4588	Quarterly		
Infrastructure	03AK117J	Workshop	468	Quarterly		
Infrastructure	02AK132J	Compressor room	64	Quarterly		
Infrastructure	02AK133J	Pump house	16	Quarterly		
Infrastructure	02AK126J	First Aid room	65	Quarterly		
Infrastructure	02AK123J	Admin bldg	637	Quarterly		
Infrastructure	02AK121J	Mess & Ablution	416	Quarterly		
Infrastructure	02AK128J	Workshop & Store	620	Quarterly		
Infrastructure	02AK129J	Workshop & inspection pit	552	Quarterly		
Infrastructure	02AK122J	Mess & Ablution	408	Quarterly		
Infrastructure	02AK124J	Garage and workshop	559	Quarterly		
Infrastructure	02AK130J	Toilet	12	Quarterly		
Infrastructure	02AK131J	Toilet	12	Quarterly		
Infrastructure	11GK079J	Office	30	Quarterly		

		Portacamp				
Infrastructure	02AK190J	Mess & Ablution	78	Quarterly		
Infrastructure	02AK165J	Mess & Ablution	17	Quarterly		
Infrastructure	02AK203J	Store	25	Quarterly		
Infrastructure	02AK164J	Control cabin	56	Quarterly		
Infrastructure	02BK011J	Mess & Ablution	168	Quarterly		
Infrastructure	02BK012J	Workshop & office	552	Quarterly		
Infrastructure	02BK013J	Store	24	Quarterly		
Infrastructure	02BK018J	Mess & Ablution	372	Quarterly		
Infrastructure	02BK017J	Mess & Ablution	312	Quarterly		
Infrastructure	02YK104J	Workshop	660	Quarterly		
Infra Telecomms	02BK009J	Admin bldg	1026	Quarterly		
Infra Telecomms	02BK010J	Mess & Ablution	250	Quarterly		
Fire department	02AK100J	Fire station	1716	Quarterly		
Security	02BK022J	Office	91	Quarterly		
SCS	02BK025J	Office	90	Quarterly		
SCS	02BK026J	Mess & Ablution	35	Quarterly		
SCS	02BK027J	Garage	72	Quarterly		
SCS	02BK028J	Mess & Ablution	72	Quarterly		

SCS	02BK029J	Ablution	108	Quarterly		
SCS	02UH014J	Parkhome	76	Quarterly		
SCS	03GK003J	Store	1184	Quarterly		
SCS	03RK017J	Store	57	Quarterly		
SCS	11LK133J	Office	28	Quarterly		
SCS	11LK134J	Office	28	Quarterly		
SCS	11LK135J	Office	28	Quarterly		
SCS	11LK136J	Office	28	Quarterly		

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Tenderer SHE Management System Questionnaire

This questionnaire is part of the TFR tender evaluation process and is to be completed by all Tenderer's and submitted with their tender offer. The objective of the questionnaire is to provide an overview of the status of the Tenderer's SHE management system. Tenderer's will be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters. The tender warrants that the information provided below is accurate and correct. The tenderer shall advise TFR of any changes.

**TFR may verify the accuracy of this information (where necessary) during the physical visit as part of the tender evaluation.**

The information provided in this questionnaire is an accurate summary of the company's SHE management system.		
Company Name:		
Signed:	Name:	
Position:	Date:	
Tender Description:		
Tender Number:		
<b>Tenderer SHE Management System Questionnaire</b>	<b>Yes</b>	<b>No</b>
<b>1. SHE Policy and Management</b>		
- <b>Is there a written company SHE policy?</b> - If yes provide a copy of the policy (ANNEXURE #)		
- <b>Does the company have an SHE Management system e.g NOSA, OHSAS, IRCA System etc</b> - If yes provide details		
- <b>Is there a company SHE Management System, procedures manual or plan?</b> - If yes provide a copy of the content page(s)		
- <b>Are the SHE responsibilities clearly identified for all levels of Management and employees?</b> - If yes provide details		

<b>2. Safe Work Practices and Procedures</b>		
<p><b>- Are safe operating procedures or specific safety instructions relevant to its operations available?</b></p> <p>- If yes provide a summary listing of procedures or instructions</p>		
<p><b>- Is there a SHE incident register?</b> If yes provide a copy</p>		
<p><b>- Are Risk Assessments conducted and appropriate techniques used?</b></p> <p>- If yes provide details</p>		
<b>3. SHE Training</b>		
<p><b>Describe briefly how health and safety training is conducted in your company:</b></p>		
<p><b>- Is a record maintained of all training and induction programs undertaken for employees in your company?</b></p> <p>- If yes provide examples of safety training records</p>		
<b>4. SHE Workplace Inspection</b>		
<p><b>- Are regular health and safety inspections at worksites undertaken?</b></p> <p>-If yes provide details</p>		
<p><b>- Is there a procedure by which employees can report hazards at workplaces?</b></p> <p>- If yes provide details</p>		
<b>5. SHE Consultation</b>		
<p><b>- Is there a workplace SHE committee?</b></p>		
<p><b>- Are employees involved in decision making over SHE matters?</b></p> <p>- If yes provide details</p>		
<p><b>- Are there appointed SHE representatives?</b></p> <p>- Comments</p>		

6. SHE Performance Monitoring		
<p><b>- Is there a system for recording and analysing health and safety performance statistics including injuries and incidents?</b></p> <p>- If yes provide details</p>		
<p><b>- Are employees regularly provided with information on company health and safety performance?</b></p> <p>- If yes provide details</p>		
<p><b>Is company registered with workmen's compensation and up to date?</b></p> <p>- If yes provide proof of letter of good standing</p>		
<p><b>- Has the company been fined or convicted of an occupational health and safety offence?</b></p> <p>- If yes provide details</p>		

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## Safety Performance Report

### Monthly DIFR for previous months

Previous Year	No of Disabling Injuries	Total Number of employees	DIFR per month
Jan			
Feb			
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			

**DIFR = Number of Disabling injuries x 200000 divided by number of manhours worked for the period**

=====

Signed  
(Tenderer)

**Transnet urges its clients, suppliers and the general public to report any fraud or corruption to  
TIP-OFFS ANONYMOUS : 0800 003 056**

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**RFQ FOR THE PROVISION OF PEST CONTROL SERVICES REQUIRED AT SENTRARAND,  
JOHANNESBURG FOR A PERIOD OF TWO (2) YEARS  
CLOSING VENUE: TENDER BOX ON THE GROUND FLOOR, INYANDA HOUSE 1, 21  
WELLINGTON ROAD PARKTOWN  
CLOSING DATE & TIME: 31 MAY 2016, 10H00 AM  
VALIDITY PERIOD 03 OCTOBER 2016**

**SECTION 2  
EVALUATION CRITERIA AND RETURNABLE DOCUMENTS**

**1 Evaluation Criteria**

Transnet will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:

<b>Criterion/Criteria</b>	<b>Explanation</b>
<b>Administrative responsiveness</b>	Completeness of response and returnable documents <ul style="list-style-type: none"> <li>• Letter of Good Standing</li> <li>• SHE Questionnaire</li> <li>• Proof of Registration with the Central Supplier Database (CSD)</li> </ul>
<b>Substantive responsiveness</b>	Prequalification criteria, if any, must be met and whether the Bid materially complies with the scope and/or specification given. <ul style="list-style-type: none"> <li>• Clause by Clause Compliance to Specification 100%.</li> <li>• Material Safety Data Sheet (Pest Control) it should be SABS or ISO9001 Approved and it must come from where the products are purchased from.</li> <li>• Pest Control Certification from Accredited Body.</li> </ul>
<b>Final weighted evaluation based on 80/20</b>	<ul style="list-style-type: none"> <li>• Pricing and price basis [firm]</li> <li>• B-BBEE status of company.</li> </ul>

**2 Validity Period**

Transnet desires a validity period of 90 [Ninety] Business Days from the closing date of this RFQ.

This RFQ is valid until \_\_\_\_\_.

**3 Disclosure of Prices Quoted**

Respondents must indicate here whether Transnet may disclose their quoted prices and conditions to other Respondents:

YES  NO

#### 4 Returnable Documents

**Returnable Documents** means all the documents, Sections and Annexures, as listed in the tables below.

**All Returnable Sections, as indicated in the header and footer of the relevant pages, must be signed, stamped and dated by the Respondent.**

- a) Respondents are required to submit with their Quotations the **mandatory Returnable Documents**, as detailed below.

***Failure to provide all these Mandatory Returnable Documents at the Closing Date and time of this RFQ will result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Quotations.***

Please confirm submission of these mandatory Returnable Documents by so indicating [Yes or No] in the tables below:

Mandatory Returnable Documents	Submitted [Yes or No]
SECTION 3 : Quotation Form	
ANNEXURE A : Technical Submission/Questionnaire	
Material Safety Data Sheet (For Pest Control) it should be SABS or ISO9001 approved and its must come from where the products are purchased from.	
Pest Control Certification from Accredited Body.	

- b) In addition to the requirements of section (a) above, Respondents are further required to submit with their Quotations the following **essential Returnable Documents** as detailed below.

***Failure to provide all these Returnable Documents may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these documents are returned with their Quotations.***

Essential Returnable Documents	Submitted [Yes or No]
SECTION 2 : Evaluation criteria and list of returnable documents	
- SECTION 4 : RFQ Declaration and Breach of Law Form	
- Valid and original, or a certified copy, of your entity's B-BBEE Verification Certification as per the requirements stipulated in Annexure A: B-BBEE Claims Form Note: failure to provide these required documents at the closing date and time of the RFQ will result in an automatic score of zero being allocated for preference	
- Original valid Tax Clearance Certificate [Consortia / Joint Ventures must submit a separate Tax Clearance Certificate for each party]	
- Proof of Registration with the Central Supplier Database (CSD)	

**CONTINUED VALIDITY OF RETURNABLE DOCUMENTS**

The successful Respondent will be required to ensure the validity of all returnable documents, including but not limited to its Tax Clearance Certificate and valid B-BBEE Verification Certificate, for the duration of any contract emanating from this RFQ. Should the Respondent be awarded the contract [**the Agreement**] and fail to present Transnet with such renewals as and when they become due, Transnet shall be entitled, in addition to any other rights and remedies that it may have in terms of the eventual Agreement, to terminate such Agreement forthwith without any liability and without prejudice to any claims which Transnet may have for damages against the Respondent.

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### SECTION 3 QUOTATION FORM

I/We \_\_\_\_\_  
hereby offer to supply the goods/services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

- the Standard RFQ Terms and Conditions for the Supply of Goods or Services to Transnet; and
- any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless Transnet should otherwise decide and so inform me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of correspondence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time quoted, Transnet may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by Transnet in calling for Quotations afresh and/or having to accept any less favourable offer.

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### Price Schedule

I/We quote as follows for the goods required, on a "delivered nominated destination" basis, excluding VAT: **[for SERVICES, attach a scope of work & pricing schedule]**

Department	Asset no.	Description	Square metres	Frequency of Pest control	Price per quarter for year 1	Price per quarter for year 2	Total price for the period of 2 years
Agriculture and Bulk Liquids	02YK076J	Main Admin bldg	1558	Quarterly			
Agriculture and Bulk Liquids	02AK099J	ROE office	594	Quarterly			
Agriculture and Bulk Liquids	02AK185J	Office (Sisonke)	250	Quarterly			
Agriculture and Bulk Liquids	02AK186J	Locker room	187	Quarterly			
Agriculture and Bulk Liquids	02AK187J	Mess & Ablution	102	Quarterly			
Agriculture and Bulk Liquids	02AK188J	Mess & Ablution	108	Quarterly			
Agriculture and Bulk Liquids	02AK189J	Office	306	Quarterly			
Agriculture and Bulk Liquids	02AK190J	Mess & Ablution	78	Quarterly			
Agriculture and Bulk Liquids	02AK167J	Admin bldg	190	Quarterly			

Agriculture and Bulk Liquids	02AK177J	Mess & Ablution	153	Quarterly			
Agriculture and Bulk Liquids	02AK210J	Mess & Ablution	126	Quarterly			
Agriculture and Bulk Liquids	02AK224J	Mess & Ablution	155	Quarterly			
Agriculture and Bulk Liquids	02AK208J	Control cabin	80	Quarterly			
Agriculture and Bulk Liquids	02AK209J	Control cabin	80	Quarterly			
Agriculture and Bulk Liquids	02AK180J	Workshop / office	110	Quarterly			
Agriculture and Bulk Liquids	02AK181J	Ablution	110	Quarterly			
Agriculture and Bulk Liquids	02AK157J	Mess & Ablution	60	Quarterly			
Agriculture and Bulk Liquids	02AK217J	Mess & Ablution	60	Quarterly			
Agriculture and Bulk Liquids	02AK164J	Control cabin	56	Quarterly			
Agriculture and Bulk Liquids	02AK165J	Mess & Ablution	16	Quarterly			
Agriculture and Bulk Liquids	02AK200J	Mess & Ablution	50	Quarterly			



Agriculture and Bulk Liquids	02AK205J	Mess & Ablution	45	Quarterly			
Agriculture and Bulk Liquids	02AK204J	Control cabin	42	Quarterly			
Agriculture and Bulk Liquids	02AK216J	Control cabin	40	Quarterly			
Agriculture and Bulk Liquids	02AK201J	Control cabin	36	Quarterly			
Agriculture and Bulk Liquids	02AK215J	Mess & Ablution	35	Quarterly			
Agriculture and Bulk Liquids	02AK158J	Control cabin	32	Quarterly			
Agriculture and Bulk Liquids	02AK178J	Mess & Ablution	24	Quarterly			
Agriculture and Bulk Liquids	02AK213J	Office	24	Quarterly			
Agriculture and Bulk Liquids	02AK214J	Store	105	Quarterly			
Agriculture and Bulk Liquids	02AK171J	Control cabin	20	Quarterly			
Agriculture and Bulk Liquids	02AK118J	Cabin Shunting	15	Quarterly			
Agriculture and Bulk Liquids	02AK119J	Cabin Shunting	15	Quarterly			

Agriculture and Bulk Liquids	02AK120J	Control cabin	20	Quarterly			
Agriculture and Bulk Liquids	02AK155J	Control cabin	20	Quarterly			
Agriculture and Bulk Liquids	02AK138J	Garage	18	Quarterly			
Agriculture and Bulk Liquids	02AK139J	Office/Mess & Ablution	228	Quarterly			
Agriculture and Bulk Liquids	02AK255J	Security office (north gate)	25	Quarterly			
Agriculture and Bulk Liquids	02ZK031J	Security office	48	Quarterly			
Agriculture and Bulk Liquids	02WK001J	Tower	1915	Quarterly			
Agriculture and Bulk Liquids	02WK002J	Tower	1915	Quarterly			
Agriculture and Bulk Liquids	03AK116J	Workshop	4588	Quarterly			
Infrastructure	03AK117J	Workshop	468	Quarterly			
Infrastructure	02AK132J	Compressor room	64	Quarterly			
Infrastructure	02AK133J	Pump house	16	Quarterly			
Infrastructure	02AK126J	First Aid room	65	Quarterly			

Infrastructure	02AK123J	Admin bldg	637	Quarterly			
Infrastructure	02AK121J	Mess & Ablution	416	Quarterly			
Infrastructure	02AK128J	Workshop & Store	620	Quarterly			
Infrastructure	02AK129J	Workshop & inspection pit	552	Quarterly			
Infrastructure	02AK122J	Mess & Ablution	408	Quarterly			
Infrastructure	02AK124J	Garage and workshop	559	Quarterly			
Infrastructure	02AK130J	Toilet	12	Quarterly			
Infrastructure	02AK131J	Toilet	12	Quarterly			
Infrastructure	11GK079J	Office Portacamp	30	Quarterly			
Infrastructure	02AK190J	Mess & Ablution	78	Quarterly			
Infrastructure	02AK165J	Mess & Ablution	17	Quarterly			
Infrastructure	02AK203J	Store	25	Quarterly			

Infrastructure	02AK164J	Control cabin	56	Quarterly			
Infrastructure	02BK011J	Mess & Ablution	168	Quarterly			
Infrastructure	02BK012J	Workshop & office	552	Quarterly			
Infrastructure	02BK013J	Store	24	Quarterly			
Infrastructure	02BK018J	Mess & Ablution	372	Quarterly			
Infrastructure	02BK017J	Mess & Ablution	312	Quarterly			
Infrastructure	02YK104J	Workshop	660	Quarterly			
Infra Telecomms	02BK009J	Admin bldg	1026	Quarterly			
Infra Telecomms	02BK010J	Mess & Ablution	250	Quarterly			
Fire department	02AK100J	Fire station	1716	Quarterly			
Security	02BK022J	Office	91	Quarterly			
SCS	02BK025J	Office	90	Quarterly			
SCS	02BK026J	Mess & Ablution	35	Quarterly			

SCS	02BK027J	Garage	72	Quarterly			
SCS	02BK028J	Mess & Ablution	72	Quarterly			
SCS	02BK029J	Ablution	108	Quarterly			
SCS	02UH014J	Parkhome	76	Quarterly			
SCS	03GK003J	Store	1184	Quarterly			
SCS	03RK017J	Store	57	Quarterly			
SCS	11LK133J	Office	28	Quarterly			
SCS	11LK134J	Office	28	Quarterly			
SCS	11LK135J	Office	28	Quarterly			
SCS	11LK136J	Office	28	Quarterly			
<b>TOTAL PRICE (EXCI. VAT)</b>					<b>R</b>	<b>R</b>	<b>R</b>

**Delivery Lead-Time from date of purchase order:** \_\_\_\_\_ **[days/weeks]**

**Notes to Pricing:**

- a) All Prices must be quoted in South African Rand, exclusive of VAT
- b) To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being disqualified.

Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.

**By signing this Quotation Form the Respondent is deemed to acknowledge that he/she has made himself/herself thoroughly familiar, and agrees, with all the conditions governing this RFQ, including those contained in any printed form stated to form part hereof, including but not limited to the documents stated below and Transnet SOC Ltd will recognise no claim for relief based on an allegation that the Respondent overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or otherwise:**

1. Specifications and drawings included in this RFQ - if applicable; and
2. The following documents all of which are available on Transnet's website or upon request:
  - 2.1. General Bid Conditions;
  - 2.2. Standard RFQ Terms and Conditions for the Supply of Goods or Services to Transnet;
  - 2.3. Supplier Integrity Pact;
  - 2.4. Non-disclosure Agreement; and
  - 2.5. Vendor Application Form and all supporting documents (first time vendors only)

Alternatively, for all existing vendors, please provide vendor number(s) here:

<b>Transnet Operating Division</b>	<b>Unique Vendor Number</b>	<b>Yes / No</b>
Transnet Group		
TFR, etc.		

In the Yes/No column above, please confirm that all the information e.g. company address and contact details, banking details etc. are still correct as at the time of allocation of the vendor number(s). Alternatively, Respondents are required to provide the updated information with their bid submission.

SIGNED at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_  
Name \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2 \_\_\_\_\_  
Name \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

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SECTION 4

RFQ DECLARATION AND BREACH OF LAW FORM

NAME OF ENTITY: \_\_\_\_\_

We \_\_\_\_\_ do hereby certify that:

1. Transnet has supplied and we have received appropriate responses to any/all questions [as applicable] which were submitted by ourselves for RFQ Clarification purposes;
2. we have received all information we deemed necessary for the completion of this Request for Quotation [RFQ];
3. we have been provided with sufficient access to the existing Transnet facilities/sites and any and all relevant information relevant to the Supply of the Goods as well as Transnet information and Employees, and has had sufficient time in which to conduct and perform a thorough due diligence of Transnet's operations and business requirements and assets used by Transnet. Transnet will therefore not consider or permit any pre- or post-contract verification or any related adjustment to pricing, service levels or any other provisions/conditions based on any incorrect assumptions made by the Respondent in arriving at his Bid Price.
4. at no stage have we received additional information relating to the subject matter of this RFQ from Transnet sources, other than information formally received from the designated Transnet contact(s) as nominated in the RFQ documents;
5. we are satisfied, insofar as our entity is concerned, that the processes and procedures adopted by Transnet in issuing this RFQ and the requirements requested from Bidders in responding to this RFQ have been conducted in a fair and transparent manner; and
6. furthermore, we declare that a family, business and/or social relationship **exists / does not exist** [delete as applicable] between an owner / member / director / partner / shareholder of our entity and an employee or board member of the Transnet Group including any person who may be involved in the evaluation and/or adjudication of this Bid.
7. In addition, we declare that an owner / member / director / partner / shareholder of our entity **is / is not** [delete as applicable] an employee or board member of the Transnet Group.
8. If such a relationship as indicated in paragraph 6 and/or 7 exists, the Respondent is to complete the following section:

FULL NAME OF OWNER/MEMBER/DIRECTOR/  
PARTNER/SHAREHOLDER:

ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_

Indicate nature of relationship with Transnet:

\_\_\_\_\_  
\_\_\_\_\_



*[Failure to furnish complete and accurate information in this regard will lead to the disqualification of a response and may preclude a Respondent from doing future business with Transnet]*

9. We declare, to the extent that we are aware or become aware of any relationship between ourselves and Transnet [other than any existing and appropriate business relationship with Transnet] which could unfairly advantage our entity in the forthcoming adjudication process, we shall notify Transnet immediately in writing of such circumstances.

**BREACH OF LAW**

10. We further hereby certify that I/we **have/have not been** [delete as applicable] found guilty during the preceding 5 [five] years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Respondent is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences. This includes the imposition of an administrative fine or penalty.

Where found guilty of such a serious breach, please disclose:

NATURE OF BREACH:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DATE OF BREACH: \_\_\_\_\_

Furthermore, I/we acknowledge that Transnet SOC Ltd reserves the right to exclude any Respondent from the bidding process, should that person or entity have been found guilty of a serious breach of law, tribunal or regulatory obligation.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

For and on behalf of _____ duly authorised hereto	AS WITNESS:
Name:	Name:
Position:	Position:
Signature:	Signature:
Date:	Registration No of Company/CC _____
Place:	Registration Name of Company/CC _____