

Transnet, a division of

TRANSNET SOC LTD

Registration Number 1990/000900/30
[hereinafter referred to as **Transnet**]

REQUEST FOR QUOTATION [RFQ] No 53402

**FOR THE SUPPLY/PROVISION OF: DELIVERY AND PLACEMENT OF NEW
MODULAR OFFICE AND MODULAR GUARD
HUTS INCLUDING ELECTRICAL WORK**

FOR DELIVERY TO: PORT ELIZABETH HARBOUR

ISSUE DATE: 22 APRIL 2015

CLOSING DATE: 05 MAY 2015

CLOSING TIME: 12:00

Section 1
NOTICE TO BIDDERS

METHOD: Post and/or courier

CLOSING VENUE: **Postal Address:**
 Transnet SOC Limited
 Secretariat of the Acquisition Council (ASO)
 PO Box 13213
 Humewood
 Port Elizabeth
 6013

Physical Address:
 Transnet SOC Limited
 Secretariat of the Acquisition Council, (ASO)
Tender Box, 2nd Floor Foyer
 FC Sturrock Building
 Fleming Street
 Port Elizabeth
 6001

NB: Quotations must be enclosed in a sealed envelope which must have inscribed on the outside:

RFQ No	: PTH/53402
Description	: above description to be inserted
Closing date and time	: 05 MAY 2015 at 12h00
Closing address	:(refer to abovementioned options)

1 Responses to RFQ

Responses to this RFQ [**Quotations**] must not include documents or reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter.

2 Broad-Based Black Economic Empowerment [B-BBEE]

Transnet fully endorses and supports the Government’s Broad-Based Black Economic Empowerment Programme and it would therefore prefer to do business with local business enterprises who share these same values. As described in more detail in the attached B-BBEE Claim Form Transnet will allow a “preference” to companies who provide a valid B-BBEE Verification Certificate.

The value of this bid is estimated to be below R1 000 000 (all applicable taxes included); and therefore the **80/20** system shall be applicable.

Respondents are required to complete Annexure A [the B-BBEE Preference Point Claim Form] and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

Note: Failure to submit a valid and original B-BBEE certificate or a certified copy thereof at the Closing Date of this RFQ will result in a score of zero being allocated for B-BBEE.

- 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

- Please refer to the attached drawings on annexure B1, B2 & B3
- Please find the below clause by clause compliance schedule
- Please refer to the below specifications

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TRANSNET SOC LIMITED
(REGISTRATION NO 1990/000900/30)

trading as **TRANSNET FREIGHT RAIL**
(hereinafter referred to as TRANSNET)

RTQ

SUPPLY, DELIVERY AND PLACEMENT OF NEW MODULAR OFFICE (1EA) AND MODULAR GUARD HUTS (2EA) INCLUDING ELECTRICAL WORK TO PORT ELIZABETH HARBOUR

CLAUSE BY CLAUSE COMPLIANCE SCHEDULE

Clause	Compliance response		Explanation/ Deviation/Reason
	Yes	No	
1) Open Plan Office Sizes			
Clause 1.1	<input type="checkbox"/>	<input type="checkbox"/>	
2) Chasis and Floor			
Clause 2.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 2.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 2.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 2.4	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 2.5	<input type="checkbox"/>	<input type="checkbox"/>	
3) Roof and Ceiling			
Clause 3.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 3.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 3.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 3.4	<input type="checkbox"/>	<input type="checkbox"/>	
4) Exterior and Interior			
Clause 4.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 4.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 4.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 4.4	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 4.5	<input type="checkbox"/>	<input type="checkbox"/>	
5) Plumbing			
Clause 5.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 5.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 5.3	<input type="checkbox"/>	<input type="checkbox"/>	

Clause 5.4	<input type="checkbox"/>	<input type="checkbox"/>	
6) Cupboards			
Clause 6.1	<input type="checkbox"/>	<input type="checkbox"/>	
7) Windows			
Clause 7.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 7.2	<input type="checkbox"/>	<input type="checkbox"/>	
8) Doors			
Clause 8.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 8.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 8.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 8.4	<input type="checkbox"/>	<input type="checkbox"/>	
Clause	Compliance response		Explanation/ Deviation/Reason
	Yes	No	
9) Guard Hut Sizes			
Clause 9.1	<input type="checkbox"/>	<input type="checkbox"/>	
10) Chasis and Floor			
Clause 10.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 10.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 10.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 10.4	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 10.5	<input type="checkbox"/>	<input type="checkbox"/>	
11) Roof and Ceiling			
Clause 11.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 11.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 11.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 11.4	<input type="checkbox"/>	<input type="checkbox"/>	
12) Exterior and Interior			
Clause 12.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 12.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 12.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 12.4	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 12.5	<input type="checkbox"/>	<input type="checkbox"/>	
13) Windows			
Clause 13.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 13.2	<input type="checkbox"/>	<input type="checkbox"/>	

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14) Doors			
Clause 14.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 14.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 14.3	<input type="checkbox"/>	<input type="checkbox"/>	
Clause	Compliance response		Explanation/ Deviation/Reason
	Yes	No	
17.) Switches			
Clause 17.1.1 and 17.2.1	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 17.1.2			
17) Socket outlets			
Clause 17.1.5 and 17.2.4	<input type="checkbox"/>	<input type="checkbox"/>	
17) Light Fittings			
Clause 17.1.3 and 17.2.2	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 17.1.4 and 17.2.3	<input type="checkbox"/>	<input type="checkbox"/>	
17) Distribution Board			
Clause 17.1.9 and 17.2.5	<input type="checkbox"/>	<input type="checkbox"/>	
17) Air Conditioner Supply Point			
Clause 17.1.6	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 17.1.7	<input type="checkbox"/>	<input type="checkbox"/>	
17) Mini Prisma geyser			
Clause 17.1.8	<input type="checkbox"/>	<input type="checkbox"/>	
17) Labelling and COC			
Clause 17.1.10 and 17.2.6	<input type="checkbox"/>	<input type="checkbox"/>	
Clause 17.3.1	<input type="checkbox"/>	<input type="checkbox"/>	

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TRANSNET SOC LIMITED
(REGISTRATION NO 1990/000900/30)

trading as TRANSNET FREIGHT RAIL
(hereinafter referred to as TRANSNET FREIGHT RAIL)

SUPPLY, DELIVERY AND PLACEMENT OF NEW MODULAR OFFICE (1EA) AND MODULAR GUARD HUTS (2EA) INCLUDING ELECTRICAL WORK TO PORT ELIZABETH HARBOUR

NOTE:

1. *For further descriptions of materials to be used and methods to be adopted, the Contractor is referred to the various Codes and Standards, where relevant, and this shall be deemed to form part of the descriptions of any items in the following Specification. Except where any specification provision in a description in this specification is at variance with the above, in which case the specific provision in this Specification description shall apply.*
2. *Where trade names and catalogue references have been used in these Specifications to specify a product, Tenderers may quote on similar SABS approved products. The use of this product must first be verified with the Project Manager. The accepted tenderer (i.e. Contractor) may, after obtaining written authority from Transnet Freight Rail, use an alternative product or design.*
3. *Where Transnet Freight Rail gives such a written authority at the request of the Contractor, for the Contractor's convenience, all additional costs involved will be done the Contractor's account. In the event of a less expensive product or design being used, a variation order reflecting the saving in cost will be issued.*

SPECIFICATIONS

1. Modular Open Plan Office:

- [1.1] Supply, Delivery and placement of new modular open plan Office 11.62m long x 2.99m wide complete with Aluminium canopy above exterior door and accessories as per attached drawing
- [1.2] Transport to Port Elizabeth Harbour

2. Chassis and Floor

- [2.1] Prefabricated chassis - All chassis to be manufactured from lip galvanised channel (welded) and painted with black edge primer (Cover coat)
- [2.2] Floor boards – 18mm shutter ply (Treated with insecticide and fungicide)
- [2.3] Support by Tripod jacks (Hot Dipped Galvanized Class A) with a maximum vertical adjustment of 200mm on steel reinforced concrete pads 400mm x 400mm x50mm (10ea)
- [2.4] Floor covering- Vinyl tiles colour grey, 2mm thick, chemical and slip resistance
- [2.5] White PVC skirting 45mm x 7mm

3. Roof and Ceiling

- [3.1] Roof and ceiling is a composite panel consisting of 0.5mm Galvanised IBR roof sheets exterior
- [3.2] 50mm EPS core insulation
- [3.3] 0.5mm Chromadek interior soffit
- [3.4] Minimum floor to ceiling height 2400mm

4. Exterior and Interior

- [4.1] 40mm Chromadek composite polyurethane panel interlocking system
- [4.2] Exterior 0.5mm rigidised frost white chromadek skin, Polyurethane core
- [4.3] Interior 0.5mm rigidised frost white chromadek skin, Polyurethane core
- [4.4] Panels mechanically fixed to base rail to prevent uplift
- [4.5] Hot dipped galvanised to Class A steps 3-tier complete with hand rails (**Note**) Amount of Steps to accommodate the height of the modular open plan office)

5. Plumbing

- [5.1] Supply and fit new 900mm Stainless steel single bowl sink complete with sink mixer. Hot and cold water supply, waste outlet and 40mm pvc waste pipes
- [5.2] Supply and fit new white 450mm x 530mm porcelain wash hand basins complete with "COBRA" standard star head No.111 pillar cocks, hot and cold water supply, Chrome Plated waste outlet and 40mm waste pipes
- [5.3] Supply and fit new 10 litre Prisma Under Basin geyser complete with valves and water pipes
- [5.4] Use only 460 class 2 copper pipes.

6. Cupboards

- [6.1] Supply and fit new cupboards for sink and wash hand basin. Cupboard to be manufactured from Cherry wood Melamine with a Black Slate post form top. Sink and wash hand basin to be fitted into post form top. Supply and fit 5 x cupboard doors manufactured from Cherry wood melamine. The cupboard doors should be equally spaced to fit in the length of the cupboard. Supply and fit new Ferrari hinges and Satin Chrome B2652 x 96mm handles. All edges to be finished off with PVC edging. Cupboard 3.48m long x 900mm high x 600mm wide

7. Windows

[7.1] Supply and fit new 900mm x 900mm aluminium Tophung windows with 4mm clear glass opening to the outside, including 3 x burglar bars at each opening complete (5ea)

[7.2] Supply and fit new vertical blinds colour Maggie Navy (5ea)

8. Doors

[8.1] Supply and fit new Chromadek exterior door with 5 lever mortice lockset and chrome plated door handles (1ea)

[8.2] Supply and fit new door stop and cabin door hook

[8.3] Supply and fit new security gates manufacture out of 30mm x 30mm x 2mm square tubing and 12mm round bar and fitted with hinges and locking device. Gates to be hot dipped galvanised to class A (1ea)

[8.4] Supply and fit new Aluminium canopy above door as per attached drawing (1ea)

9. Modular Guard Huts:

[9.1] Supply, erect and fit new modular Guard huts 2.42m long x 2.34m wide complete with 1.50m wide Verandah and Stoop as per attached drawing (2ea) (total length including the stoop area is 3.92m.

[9.2] Transport to Port Elizabeth Harbour

10. Chassis and Floor

[10.1] Prefabricated chassis - All chassis to be manufactured from lip galvanised channel (welded) and painted with black edge primer (Cover coat)

[10.2] Floor boards – 18mm shutter ply (Treated with insecticide and fungicide)

[10.3] Support by Tripod jacks (Hot Dipped Galvanized Class A) with a maximum vertical adjustment of 200mm on steel reinforced concrete pads 400mm x 400mm x50mm (6ea per hut)

[10.4] Floor covering- Vinyl tiles colour grey, 2mm thick, chemical and slip resistance

[10.5] White PVC skirting 45mm x 7mm

11. Roof and Ceiling

[11.1] Roof and ceiling is a composite panel consisting of 0.5mm Galvanised IBR roof sheets exterior

[11.2] 50mm EPS core insulation

[11.3] 0.5mm Chromadek interior soffit

[11.4] Minimum floor to ceiling height 2400mm

12. Exterior and Interior

- [12.1] 40mm Chromadek composite polyurethane panel interlocking system
- [12.2] Exterior 0.5mm rigidised frost white chromadek skin, Polyuethane core
- [12.3] Interior 0.5mm rigidised frost white chromadek skin, Polyuethane core
- [12.4] Panels mechanically fixed to base rail to prevent uplift
- [12.5] Hot dipped galvanised to Class A steps 3-tier complete with hand rails (**Note**) Amount of Steps to accommodate the height of the modular Guard Huts)

13. Windows

- [13.1] Supply and fit new 900mm x 900mm aluminium Tophung window complete with with 4mm clear glass opening to the outside, including 3 x burglar bars at each opening (3ea per Guard Hut)
- [13.2] Supply and fit new vertical blinds colour Maggie Navy (3ea per Guard Hut)

14. Doors

- [14.1] Supply and fit new Chromadek exterior door with 5 lever mortice lockset and chrome plated door handles (1ea per Guard Hut)
- [14.2] Supply and fit new door stop and cabin door hook
- [14.3] Supply and fit new security gates manufacture out of 30mm x 30mm x 2mm square tubing and 12mm round bar and fitted with hinges and locking device. Gates to be hot dipped galvanised to class A (1 ea per Guard Hut)

Electrical Work

15 Scope of work:

15.1 The installation of new electrical circuits for lights, plugs, air conditioner and mini geyser.

15.2 Test report (COC) for the Electrical work done.

15.1 Standard Specification

In so far as they can be applied and where they are not inconsistent with the terms of this specification, the following specifications shall be regarded as being embodied in this specification.

15.1.2 SABS Specifications (To be obtained by the contenders)

The wiring of Premises SANS 10142-1 (Old SABS 0142)

Occupational health and Safety Act Act 85 - 1993

15.2 To be supplied by the Contractor

The Contractor shall provide all labour, transport, consumable stores, plant, equipment, tools, services, materials and ingredients of every description required for the carrying out and completion of the WORKS as per this specification and as may be ordered by the Project Manager.

16 General:

The contractor shall ensure that the SANS 10142-1 Wiring of Premises is adhered to and that the relevant Health and Safety Act are met.

All the wiring in the containers must be flush, inclusive of the Distribution Boards (DB). If the DB's cannot be fitted flush it will be allowed to protrude from beyond the interior covering of the containers.

All material and equipment used to be S.A.B.S. approved and workmanship to be of a high quality and standard, done to the satisfaction of TRANSNET FREIGHT RAIL's site supervisor.

NB : The contractor is responsible for his own measurements where applicable, however, where rates are given the actual work done will be measured on completion and paid accordingly.

17. PROJECT SPECIFICATION**17.1 12M Container/ Open Plan Mess Room**

- 17.1.1 Install 1 x 2 Lever Crabtree Diamond Range light switch on the inside of the door.
- 17.1.2 The lights must be switched using three lights (alternate) per lever from the two lever switch.
- 17.1.3 Install 6 x new Dual 1200mm Decorative Fluorescent light fittings
- 17.1.4 Install 1 x 18W PL9 CFL Bulkhead Light fitting including daylight on the outside of the container, just above the door.
- 17.1.5 Install 5 x Normal Dual 4x4 Socket outlets.
- 17.1.6 Install 1 x 2x4 30Amp Isolator switch inside a 2x4 York Box enclosure.
- 17.1.7 The isolator must be installed on the outside of the container to accommodate the condensing unit of the Air Conditioner.
- 17.1.8 The Mini geyser must be fed from a 20Amp SP+N Circuit Breaker/ isolator, through a 30Amp Isolator, via a Time Switch housed in a York enclosure with a transparent lid.
- 17.1.9 Install 1 X 12Way Distribution Board Flush, Complete with
- 1 x 63A Isolator
 - 1 x 60A Earth Leakage
 - 1 x 20A SP+N Circuit Breaker Isolator (Mini Geyser)
 - 2 x 20A Circuit Breakers
 - 1 x 20A Circuit Breaker (Curve 1 Orange Toggle) for Aircon
 - 1 x 10A Circuit Breaker
- 17.1.10 Label the light switch and socket outlets to correspond with the matching breakers in the main board.

17.2 Guard Huts (2)

- 17.2.1 Install 1 x 1 Lever Crabtree Diamond Range light switch on the inside of the door.
- 17.2.2 Install 1 x new Dual 1200mm Decorative Fluorescent light fitting.
- 17.2.3 Install 1 x 18W PL9 CFL Bulkhead Light fitting including daylight on the outside of the container, in the center.

17.2.4 Install 2 x Normal Dual 4x4 Socket outlets.

17.2.5 Install 1 X 12Way Distribution Board, Complete with

1 x 63A Isolator

1 x 60A Earth Leakage

1 x 20A Circuit Breakers

1 x 10A Circuit Breaker

17.2.6 Label the light switch and socket outlets to correspond with the matching breakers in the main board.

17.3 Certificate Of Compliance

17.3.1 Note that a floor diagram of the circuits will be required and must be laminated.

A test report (old COC) must be provided. One COC for each container.

Note that all the fittings and material supplied and used must be SABS approved.

NB!! that all work must be carried out as per SANS 10142/1

18. Incompetent Employees:

[18.1] Any person employed by the contractor on the work who is, in the opinion of the Project Manager incompetent, or who may act in such an improper manner, may be discharge from the work by the Project Manager and such a person shall not again be employed on the work without the permission of the Project Manager, the contractor and his / hers employees may be tested for substance abuse at any given time

19. Drawings:

Please refer to the attached 3 drawings

20. Time To Complete The Work:

[20.1] Time to complete the work will be 35 (Thirty five Working days)

[20.2] Failing to complete the work as accepted, the contractor shall pay Transnet a Penalty sum of R1000.00 (One Thousand Rand) per day or part thereof while the work remain incomplete

21. Guarantee:

[21.1] All workmanship and material shall be guaranteed for a period of 2 years, from the date of delivery of work

22. Risks Assessment:

- [22.1] Medical Surveillance Certificates of Fitness Records needed for workers
- [22.2] Working between rail tracks
- [22.3] Crane Operation certification

23. Safety.

- [23.1] At all times the safety aspect of the project must be treated as very important
- [23.2] Safety boots to be worn at all times
- [23.3] Hard hat to be worn at all times
- [23.4] Reflective vests to be worn at all times

24. General.

- [24.1] All material to be SABS approved. Adhere to manufacturers specifications and instructions.
- [24.2] Where trade names are used it can be or similar and approved by project leader on site.
- [24.3] **All dimensions and quantities to be checked on site by tenderer before commencing with the work.**
- [24.4] **Drawings and plans are not to scale.**
- [24.5] All rubble and hazardous material to be dumped at an approved Municipality dump site.
- [24.6] **Contractor to adhere to all regulations and safety as Occupational health and Safety Regulations Act 85 of 1993.**
- [24.7] Adhere to the safety rules and regulations of the Depot.
- [24.8] All contract workers will attend a safety induction course presented by Transnet freight rail

Transnet urges its clients, suppliers and the general public to report any fraud or corruption to

TIP-OFFS ANONYMOUS : 0800 003 056

Returnable Document

<p>RFQ FOR THE PROVISION/SUPPLY, delivery and placement of new modular office and modular guard huts including electrical work.</p> <p>CLOSING VENUE: Tender Box, 2nd Floor Foyer</p> <p>FC Sturrock Building</p> <p>Fleming Street</p> <p>Port Elizabeth</p> <p>6001</p> <p>CLOSING DATE & TIME :05 May at 12H00</p> <p>VALIDITY PERIOD:90.Business Days</p>

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:

Criterion/Criteria	Explanation
Administrative responsiveness	Completeness of response and returnable documents
Substantive responsiveness	Prequalification criteria, if any, must be met and whether the Bid materially complies with the scope and/or specification given.
Functionality Threshold	As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, Respondents are to note that functionality is included as a threshold with a prescribed percentage threshold of 80 %. Compliance to specification/ delivery lead-time will be considered as part of the technical evaluation[complete clause by clause compliance schedule on page 5-7 Technical criteria: <ul style="list-style-type: none"> • Delivery lead time – 30% • Compliance to specification – 70%
Final weighted evaluation based on 80/20 preference point	<ul style="list-style-type: none"> • Pricing and price basis [firm] • B-BBEE status of company - Preference points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table indicated in Annexure A: B-BBEE Claim Form.

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 _____.

Returnable Document**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	
CLAUSE BY CLAUSE COMPLIANCE SCHEDULE – REFER PAGE 5-7	

- 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]	
ANNEXURE A – B-BBEE Preference Points Claim Form	
ANNEXURE B – DRAWINGS 1, 2 & 3	

Returnable Document

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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Returnable Document**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.

Price Schedule

I/We quote as follows for the goods required, on a "delivered nominated destination" basis, excluding VAT:

Item No	Description of Goods /Services	Unit of Measure	Quantity	Unit Price (ZAR)	Total Price (ZAR)
1	Supply, Delivery and Placement of new Modular open plan office (1ea) complete with ,exterior door, canopy ,security gate, aluminium windows, burglar bars ,wash hand basin, stainless steel sink, cupboard and accessories inclusive all Electrical Work as per attached specification and drawing to PE Harbour	SUM	1		
2	Supply, Delivery and Placement of new Modular open plan guard huts (2ea) complete with veranda, exterior door ,security gate, aluminium windows, burglar bars and accessories inclusive all Electrical Work as per attached specification and drawing to PE harbour	SUM	2		
3	Sundries	SUM	1		
4	Risks	SUM	1		

Delivery Lead-Time from date of purchase order : _____ [days/weeks]

Returnable Document

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:

Transnet Operating Division	Unique Vendor Number	Yes / No

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 _____

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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:

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[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 _____

Returnable Document**ANNEXURE A : B-BBEE PREFERENCE POINTS CLAIM FORM**

This preference form contains general information and serves as a claim for preference points for Broad-Based Black Economic Empowerment [**B-BBEE**] Status Level of Contribution.

1. INTRODUCTION

- 1.1 A total of 80 preference points shall be awarded for B-BBEE Status Level of Contribution.
- 1.2 Failure on the part of a Bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System [**SANAS**] or a Registered Auditor approved by the Independent Regulatory Board of Auditors [**IRBA**] or an Accounting Officer as contemplated in the Close Corporation Act [**CCA**] together with the bid will be interpreted to mean that preference points for B-BBEE Status Level of Contribution are not claimed.
- 1.3 Transnet reserves the right to require of a Bidder, either before a Bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by Transnet.

2. GENERAL DEFINITIONS

- 2.1 **"all applicable taxes"** include value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.3 **"B-BBEE status of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **"Bid"** means a written offer in a prescribed or stipulated form in response to an invitation by Transnet for the provision of goods, works or services;
- 2.5 **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 [Act No. 53 of 2003];
- 2.6 **"comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can utilised have been taken into consideration;
- 2.7 **"consortium or joint venture"** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract;
- 2.8 **"contract"** means the agreement that results from the acceptance of a bid by Transnet;
- 2.9 **"EME"** means any enterprise with an annual total revenue of R5 [five] million or less as per the 2007 version of the B-BBEE Codes of Good Practice and means any enterprise with an annual total revenue of R10 [ten] million or less as per the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928;
- 2.10 **"firm price"** means the price that is only subject to adjustments in accordance with the actual

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increase or decrease resulting from the change, imposition, or abolition of customs and excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

- 2.11 **"functionality"** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **"non-firm prices"** means all prices other than "firm" prices;
- 2.13 **"person"** includes reference to a juristic person;
- 2.14 **"QSE"** means any enterprise with an annual total revenue between R5 [five] million and R35 [thirty five] million as per the 2007 version of the B-BBEE Codes of Good Practice and means any enterprise with an annual total revenue of between R10 [ten] million and R50 [fifty] million as per the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928
- 2.15 **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.16 **"subcontract"** means the primary contractor's assigning or leasing or making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.17 **"total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Empowerment Act and promulgated in the Government Gazette on 9 February 2007;
- 2.18 **"trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.19 **"trustee"** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The Bidder obtaining the highest number of total points for the evaluation criteria as enumerated in Section 2 of the RFP will be awarded the contract, unless objective criteria justifies the award to another bidder.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
- 3.3 Points scored will be rounded off to 2 [two] decimal places.
- 3.4 In the event of equal points scored, the Bid will be awarded to the Bidder scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more Bids have scored equal points including equal preference points for B-BBEE, the successful Bid will be the one scoring the highest score for functionality.

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3.6 Should two or more Bids be equal in all respect, the award shall be decided by the drawing of lots.

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Returnable Document**4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION**

- 4.1 In terms of the Preferential Procurement Regulations, 2011, preference points shall be awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points [Maximum 20]
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 4.2 Bidders who qualify as EMEs in terms of the 2007 version of the Codes of Good Practice must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EME's with B-BBEE Status Level Certificates.
- 4.3 Bidders who qualify as EMEs in terms of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928 are only required to obtain a sworn affidavit on an annual basis confirming that the entity has an Annual Total Revenue of R10 million or less and the entity's Level of Black ownership.
- 4.4 In terms of the 2007 version of the Codes of Good Practice, Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 4.5 In terms of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928, Bidders who qualify as QSEs are only required to obtain a sworn affidavit on an annual basis confirming that the entity has an Annual Total Revenue of R50 million or less and the entity's Level of Black ownership. Large enterprises must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 4.6 A trust, consortium or joint venture will qualify for points for its B-BBEE status level as a legal entity, provided that the entity submits its B-BBEE status level certificate.
- 4.7 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 4.8 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialised scorecard contained in the B-BBEE Codes of Good Practice.

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- 4.9 A person will not be awarded points for B-BBEE status level if it is indicated in the Bid documents that such a Bidder intends subcontracting more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not qualify for at least the same number of points that such a Bidder qualifies for, unless the intended subcontractor is an EME that has the capability and ability to execute the subcontract.
- 4.10 A person awarded a contract may not subcontract more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.
- 4.11 Bidders are to note that in terms of paragraph 2.6 of Statement 000 of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928, any representation made by an entity about its B-BBEE compliance must be supported by suitable evidence or documentation. As such, Transnet reserves the right to request such evidence or documentation from Bidders in order to verify any B-BBEE recognition claimed.

5. B-BBEE STATUS AND SUBCONTRACTING

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

B-BBEE Status Level of Contributor _____ = _____ [maximum of 20 points]

Note: Points claimed in respect of this paragraph 5.1 must be in accordance with the table reflected in paragraph 4.1 above and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or a sworn affidavit in the case of an EME or QSE.

5.2 Subcontracting:

Will any portion of the contract be subcontracted? YES/NO [delete which is not applicable]

If YES, indicate:

- (i) What percentage of the contract will be subcontracted?%
- (ii) The name of the subcontractor
- (iii) The B-BBEE status level of the subcontractor
- (iv) Is the subcontractor an EME? YES/NO

5.3 Declaration with regard to Company/Firm

- (i) Name of Company/Firm.....
- (ii) VAT registration number.....
- (iii) Company registration number.....
- (iv) Type of Company / Firm [TICK APPLICABLE BOX]

- Partnership/Joint Venture/Consortium
- One person business/sole propriety
- Close Corporations
- Company (Pty) Ltd

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(v) Describe Principal Business Activities

.....
.....
.....

(vi) Company Classification [TICK APPLICABLE BOX]

Manufacturer

Supplier

Professional Service Provider

Other Service Providers, e.g Transporter, etc

(vii) Total number of years the company/firm has been in business.....

BID DECLARATION

I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the company/firm, certify that points claimed, based on the B-BBEE status level of contribution indicated in paragraph 4 above, qualifies the company/firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct.
- (ii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 6 above, the contractor may be required to furnish documentary proof to the satisfaction of Transnet that the claims are correct.
- (iii) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, Transnet may, in addition to any other remedy it may have:
 - (a) disqualify the person from the bidding 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) restrict the Bidder or contractor, its shareholders and directors, and/or associated entities, or only the shareholders and directors who acted in a fraudulent manner, from obtaining business from Transnet for a period not exceeding 10 years, after the *audi alteram partem* [hear the other side] rule has been applied; and/or
 - (e) forward the matter for criminal prosecution.

WITNESSES:

1.

2.

SIGNATURE OF BIDDER

DATE:.....

COMPANY NAME:

ADDRESS:.....