



Transnet Freight Rail
A Division of
TRANSNET LIMITED
(Registration No. 1990/000900/06)

REQUEST FOR QUOTATION (“RFQ”)

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

ISSUE DATE : 24 JANUARY 2011
CLOSING DATE : 08 FEBRUARY 2011
CLOSING TIME : 10H00
OPTION DATE : 31 MARCH 2011

Please note that late responses and those delivered or posted to the wrong address will be disqualified.



RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

SCHEDULE OF DOCUMENTS

Section

- 1. Notice to Bidders**
- 2. Background, Overview and Scope of Requirements**
- 3. Quotation Form**
- 4. Resolution of Board of Directors (Respondent's Representative)**
- 5. Certificate of Acquaintance with RFQ Documents**
- 6. Pricing and Delivery Schedule**
- 7. General Tender Conditions (CSS5 – Services)**
- 8. Standard Terms and Conditions of Contract (US7 - Services)**
- 9. Certificate of Attendance of Information Briefing Session**
- 10. Schedule of Plant**
- 11. Minimum Communal Health Requirements (E4B)**
- 12. Safety Arrangements and Procedural Compliance (E4E)**
- 13. Suppliers Code Of Conduct**
- 14. Non Disclosure Agreement**
- 15. Tender Safety Clauses and questionnaire**

Respondent's Signature

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Date and Company Stamp



SECTION 1

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

NOTICE TO BIDDERS

Quotations are requested from selected persons, companies, close corporations or enterprises (hereinafter referred to as the “**Respondent(s)**”) to supply the above-mentioned requirement to Transnet.

On or after 24th January 2011 the RFQ documents may be inspected at, and are obtainable from the office of Transnet Tender Advice centre, Inyanda House 1, Ground Floor, 21 Wellington Road, Parktown, Johannesburg. A non-refundable Quotation fee of R100.00 (Inclusive of VAT) is applicable per quotation. Payment is to be made to Transnet Freight Rail, Standard Bank Account number 203158598, Branch Code, 004805. The deposit slip must reflect RFQ, KDS 80B6747 - 7067 and the Company Name. Receipts to be presented prior to collection of the RFQ's. RFQ documents to be collected until **27th January before 15h00**.

A **compulsory** information briefing session will be conducted at Transnet Freight Rail, Old Warmbath Road (R101) we will meet at the security gate and then drive to the site, Pyramid South - Pretoria, on the 28th January 2011, at 10h00. Contact Person Willie Scott 083 289 8231.

NOTE:

***** (Very Important) *****

- Respondents failing to attend the compulsory briefing session and site visit will be disqualified.
- Respondents without a valid RFQ document in their possession will not be allowed to attend the briefing session.
- The information briefing session will start punctually at 10h00 and Respondents arriving late will not be accommodated.
- Respondents to provide own Transportation, Beverages and Accommodation.
- Reflective Jackets and Safety Shoes to be worn when visiting the site.
- Respondents, who do not comply with all of the above, will be disqualified immediately on site.
- No facsimile-, telegraphic-, or e-mail tenders/quotations will be accepted.

For specific queries before the closing of the RFQ, the following TRANSNET Freight Rail employee(s) may be contacted by email only:

Name : Anneline Scholtz
Division : Transnet Freight Rail, (SCS) Procurement
Email : anneline.scholtz@transnet.net

Respondent's Signature

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Date and Company Stamp



1. Quotations **in DUPLICATE** must reach The Chairperson, Transnet Acquisition Council, before the closing hour on the date shown below, and must be enclosed in a sealed envelope which must have inscribed on the outside:

RFQ No	: KDS80B6747 - 7067
Description	: Provide Disabled Toilet Facilities at Pyramid South
Closing date and time	: 08 February 2011 at 10h00
Closing address (refer options paragraph 4 below)	

2. **DELIVERY INSTRUCTIONS FOR THIS RFQ**

- 4.1 **If posted**, the envelope must be addressed to The Chairperson, TRANSNET Freight Rail Acquisition Council, and P.O. Box 4244, Johannesburg 2000 and must be dispatched in time for sorting by the Post Office to reach the Secretary before the closing time of the RFQ. In the event of the late receipt of a Quotation, the Respondent's franking machine impression will not be accepted as proof that the response was posted in time.
- 4.2 **If delivered by hand**, the envelope is to be deposited in TRANSNET Freight Rail Acquisition Council RFQ box which is located in the foyer on the ground floor, Inyanda House 1, 21 Wellington Road, Parktown, Johannesburg and addressed as follows:

THE CHAIRPERSON TRANSNET FREIGHT RAIL ACQUISITION COUNCIL GROUND FLOOR RFQ BOX INYANDA HOUSE 1 21 WELLINGTON ROAD PARKTOWN JOHANNESBURG 2001

The measurements of the "RFQ slot" are 500mm wide x 100mm high, and Respondents must please ensure that response documents or files are not larger than the above dimensions. Responses which are too bulky (i.e. more than 100mm thick) must be split into two or more files, and placed in separate envelopes.

It should also be noted that the above RFQ box is located at the main entrance and is accessible to the public 24 hours per day, 7 days a week.

- 4.3 **If dispatched by courier**, the envelope must be addressed as follows and delivered to The Chairman, TRANSNET Freight Rail and a signature obtained from that Office.

THE CHAIRPERSON TRANSNET FREIGHT RAIL ACQUISITION COUNCIL INYANDA HOUSE 1 21 WELLINGTON ROAD PARKTOWN JOHANNESBURG 2001
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Respondent's Signature

Date and Company Stamp



3. Please note that this RFQ closes punctually at 10:00 on Tuesday 08 February 2011.
4. If responses are not posted or delivered as stipulated herein, such responses will not be considered and will be treated as "UNRESPONSIVE".
5. NO EMAIL OR FACSIMILE RESPONSES WILL BE CONSIDERED.
6. The responses to this RFQ will be opened as soon as practicable after the expiry of the time advertised for receiving them.
7. TRANSNET shall not, at the opening of responses, disclose to any other company any confidential details pertaining to the Quotations / information received, i.e. pricing, delivery, etc. The names and location of the Respondents will, however, be divulged to other Respondents upon request.
8. Envelopes must not contain documents relating to any RFQ other than that shown on the envelope. All envelopes must reflect the return address of the respondent on the reverse side
9. No slips are to be attached to the response documents. Any additional conditions must be embodied in an accompanying letter. Subject only to clause 22 (ALTERATIONS MADE BY THE RESPONDENT TO RFQ PRICES) of the General RFQ Conditions, alterations, additions or deletions must not be made by the Respondent to the actual RFQ documents.

12. BROAD-BASED BLACK ECONOMIC EMPOWERMENT ("BBBEE")

TRANSNET fully endorses and supports the South African Government's Broad-Based Black Economic Empowerment Programme and it is strongly of the opinion that all business enterprises have an equal obligation to redress the imbalances of the past. TRANSNET would therefore prefer to do business with business enterprises who share these same values and who are prepared to contribute to meaningful BBBEE initiatives (including, but not limited to enterprise development, subcontracting and Joint Ventures) as part of their RFP responses.

Transnet would accordingly allow a "preference" in accordance with the 10% preference system, as per the Preferential Procurement Policy Framework Act, 5 of 2000 (as amended), to companies who provide a BBBEE Accreditation Certificate. All procurement and disposal transactions in excess of R30 000 (thirty thousand S.A. Rand) will be evaluated accordingly. All transactions below this R30 000 will, as far as possible, be set aside for Exempted Micro Enterprises (EMEs).

TRANSNET consequently urges Respondents (Large Enterprises and QSE's - see below) to have themselves duly accredited by any one of the Accreditation Agencies approved by SANAS (the South African National Accreditation Systems, under the auspices of the DTI).

In terms of Government Gazette No 32094, Notice No 354 dated 23 March 2009, as from 1 August 2009 only BBBEE Accreditation Certificates issued by SANSAS approved verification agencies will be valid.

However Accreditation Certificates issued before 23 March 2009, and which are still within their one (1) year validity period, will still be acceptable, until their expiry date provided that the accreditation was done in accordance **with the latest Codes (i.e. those promulgated on 9 February 2007).**

BBBEE Accreditation Certificates issued after the published date i.e 23 March 2009, by a Verification Agency not approved by SANSAS, will **NOT** be acceptable as from 23 March 2009.

Respondent's Signature

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Date and Company Stamp



12.1 Enterprises will be rated by such Accreditation Agencies based on the following:

- (a) **Large Enterprises (i.e. annual turnover >R35 million):**
 - Rating level based on all 7 (seven) elements of the BBBEE scorecard
 - Enterprises to provide BBBEE certificate and detailed scorecard (to be renewed annually)
- (b) **Qualifying Small Enterprises – QSE (i.e. annual turnover between R5 million and R35 million):**
 - Rating based on any 4 (four) of the elements of the BBBEE scorecard
 - Enterprises to provide BBBEE certificate and detailed scorecard (to be renewed annually)
- (c) **Exempted Micro Enterprises – EME (i.e. annual turnover <R5 million are exempted from being rated or verified):**
 - Automatic rating of Level 4 rating, irrespective of race of ownership, i.e. 100% BBBEE recognition
 - Black ownership >50% or Black Women ownership >30% automatically qualify as Level 3 BBBEE, i.e. 110% BBBEE recognition
 - EME's should only provide documentary proof of annual turnover (i.e. audited financials) plus proof of Black ownership if Black ownership >50% or Black Women ownership >30% (to be renewed annually from their Auditors / Accounting Officers)

12.2 In addition to the above, Respondents who wish to enter into a Joint Venture (JV) or subcontract portions of the contract to BBBEE companies, must state in their RFPs the percentage, of the total contract value that would be allocated to such BBBEE companies, should they be successful in being awarded any business. A rating certificate in respect of such BBBEE JV-partners and / or subcontractor(s), as well as a breakdown of the distribution of the aforementioned percentage must also be furnished with the RFP response to enable Transnet to evaluate / adjudicate all RFPs received on a fair basis.

12.3 Each Respondent is required to furnish proof of its BBBEE status (Certificate and Detailed Scorecard) as stipulated above to TRANSNET.

<p>Turnover: Indicate your company's most recent annual turnover:</p> <p>R.....</p>
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- If annual turnover <R5m, please attach auditors / accounting officers letter confirming annual turnover and percentage black ownership as well as Black Women ownership.
- If annual turnover >R5m please attach BBBEE certificate and detailed scorecard from an accredited rated agency.

12.4 The DTI has created an online **B-BBEE Registry** (<http://www.dti.gov.za>) in order to provide a central and standardized source of the B-BBEE status of all entities, and to facilitate the flow of this information amongst entities by providing a Unique Profile Number (UPN) per each listing. Existing and prospective suppliers are therefore urged to list their B-BBEE status on the DTI Registry. Hence, entities verified by DTI, will receive the following benefits:



- Their BBBEE status will be verified and confirmed by the DTI, before listing on the Registry
- Listing on the Registry will provide suppliers the option to market themselves on the DTI B-BBEE Opportunities Network. This is a search engine that is designed to help businesses find B-BBEE compliant entities who match specific requirements in terms of the nature of services/goods provided, region, B-BBEE status or other search criteria.

Transnet supports this DTI initiative and will use the DTI Registry to verify prospective and existing suppliers' BBBEE credentials.

- 12.5** Kindly provide Transnet with your DTI B-BBEE UNIQUE PROFILE NUMBER with all RFQ submissions.

DTI BBBEE UNIQUE PROFILE NUMBER:
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- 12.6** Failure to submit your BBBEE information in terms of 14.3 and/or 14.5 (above) will result in a score of zero being allocated for BBBEE evaluation.

13. COMMUNICATION

Respondents are warned that a response will be liable to disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer(s) or employee of TRANSNET in respect of this RFQ between the closing date and the date of the award of the business.

A respondent may, however, BEFORE THE CLOSING DATE AND TIME, direct any enquiries relating to the RFQ to the TRANSNET employee as indicated in (2) above, and may also at any time after the closing date of the RFQ, communicate with the Chairperson of the TRANSNET Freight Rail Acquisition Council, at telephone no. 011 544 9486 or fax no. 011 774 9186 on any matter relating to its RFQ response.

14. RFQ SCHEDULE

Respondents will be contacted as soon as practicable with a status update. At this time short-listed Respondents may be asked to meet with TRANSNET representatives at a location to be agreed.

15 INSTRUCTIONS FOR COMPLETING THE RFQ

- (i) Sign one set of documents (sign and date the bottom of each page). This set will serve as the legal and binding copy. A duplicate set of documents is required. This second set can be a copy of the original signed Quotation.
- (ii) Both sets of documents to be submitted to the address specified above.
- (iii) The following returnable documents must accompany all Quotations:
 - Respondent's latest BBBEE Certificate;
 - Respondent's valid Tax Clearance Certificate.

Respondent's Signature

Date and Company Stamp



16. COMPLIANCE

The successful Respondent (hereinafter referred to as the “**Supplier**”) shall be in full and complete compliance with any and all applicable State and Local Laws and Regulations.

17. ADDITIONAL NOTES:

- All returnable documents as indicated in the Quotation Form (Section 3) must be returned with the response
- Respondents are to note that Quotations in which firm prices are quoted for the duration of any resulting contract may receive precedence over prices which are subject to adjustment
- Changes by the Respondent to its submission will not be considered after the closing date
- The person or persons signing the Quotation must be legally authorised by the Respondent to do so (Refer Section 4). A list of those person(s) authorised to negotiate on your behalf (if not the authorised signatories) must also be submitted along with the Quotation together with their contact details.
- All prices must be quoted in South African Rands
- TRANSNET reserves the right to undertake post-RFQ negotiations with selected Respondents or any number of short-listed Respondents and may wish to visit the Respondent’s place of manufacture (works) during this process.
- All RFQ documents must be complete in full and no correction ink (Tippex) must be used.

NB: Unless otherwise expressly stated, all Quotations furnished pursuant to this Request shall be deemed to be offers. Any exceptions to this statement must be clearly and specifically indicated. TRANSNET reserves the right to reject any or all offers.

**FAILURE TO OBSERVE ANY OF THE ABOVE-MENTIONED REQUIREMENTS
MAY RESULT IN A QUOTATION BEING REJECTED**

18. DISCLAIMERS

Respondents are hereby advised that 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. In particular, please note that TRANSNET reserves the right to:

- modify the RFQ’s 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
- reject all Quotations, if it so decides
- award a contract in connection with this Quotation at any time after the RFQ’s closing date
- award only a portion of the proposed Services which are reflected in the scope of this RFQ
- split the award of the contract between more than one Supplier

Respondent’s Signature

Date and Company Stamp



- make no award of a contract

Kindly note that TRANSNET will not reimburse any Respondent for any preparatory costs or other work performed in connection with this Quotation, whether or not the Respondent is awarded a contract.

19. LEGAL REVIEW

Any QUOTATION submitted by a Respondent is subject to review and negotiation of the proposed contract by TRANSNET's Legal Counsel. Respondents to complete this section:

NAME OF RESPONDENT
PHYSICAL ADDRESS
.....

Respondent's contact person:	Name.....
	Designation.....
	Telephone.....
	Cell Phone.....
	Facsimile.....
	Email.....
	Website.....

“PRIEVIEW COPY ONLY”

TRANSNET urges its clients, suppliers and the general public to report any fraud or corruption on the part of TRANSNET's employees to
TIP-OFFS ANONYMOUS : 0800 003 056

Respondent's Signature

Date and Company Stamp



SECTION 2

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

BACKGROUND, OVERVIEW AND SCOPE OF REQUIREMENTS

1. SCOPE OF WORK (02AR519P)

Demolish walls, make good floor and tiles. Build 114mm brick wall plaster two sides. Fit 200x200mm white glazed wall tiles. Build in 114mm steel door frame. Fit flush panel doors, hard board. Fit toilet indicator bolt. Install 560mm wide Vaal porcelain wash hand basin complete with cobra taps hot and cold water (for disabled persons) two rows of 200x200mm white glazed tiles above basin. Install anti vac bottle trap to basin and 50mm waste pipe, connect to drain. Fit 500x500mm mirror above basin. Demolish basin complete, make good wall. Install Vaal close couple toilet pan and cistern with heavy duty plastic toilet seat and flap. Connect cold water, fit chrome ball stop before cistern. Demolish wc pan, install disabled toilet pan and cistern complete with chrome handles at two walls. Fit three roll lockable toilet paper dispenser attached to wall/partition. Fit extractor fan to disabled toilet.

Respondent's Signature

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Date and Company Stamp



CIVIL:	
Paint Ceiling	Two coats DURA 65 White
Paint cornices and cover strips	Two coats DURA 65 White
Suspended Ceiling	1200 x 600 White Vinyl CLAD Suspended ceiling, color: White
Acoustic Tiles	Supplied on Special Request.
Wall Paint (Inside)	Painted surface (PVA) – One coat DURA 65 White. Two coats Dulux Wash 'n Wear Silk, Barely Beige Code: 3H1-1
Wall Tiles (Inside)	300 x 300 mm Ceramic wall tiles from Ferreira's Code: ARC 0162 JC Color-white with 3mm spacing and white grouting.
Wall Paint (external) (Painted)	Painted Surface (PVA – Enamel). One coat Dura 65 White. Two coats WEATHERGUARD, Barely Beige, Code: 3H1-1
Wall Paint (External) (Raw Walls)	Raw Walls. One Coat Dura 65 white. Two coats WEATHERGUARD, Barely Beige, Code: 3H1-1
Wall Paint (External) (Face brick)	Two coats Clear brick Dressing.
Wall Paper (Inside)	Wallpaper. Design Syndicate (DS) Paper Range. Morano. REF: NR.MW5210 or Similar.
Floor Tiles	300 x 300mm Fine Porcelain Stoneware from Carrim code: ARC C3021 with 3mm spacing and beige grouting.
Carpets	Finish A – Nexus Carpet. Range Westminster. Color, Coal City. Finish B – Nexus Carpet. Range: Westminster. Color, Black City. Finish C – Nexus Carpet Range, Westminster. Color Berry
Carpets	Finish A – Berber point 920 Nexbac. Color, Charcoal, size 500 x 500mm. Finish B – Berber point 920 Nexbac. Color, Senegal, size 500 x 500mm Finish C – Berber point 920 Nexbac. Color, Lava, size 500 x 500mm
Paint Floor	Paint floor one coat APOXY floor paint, color, dark Grey
Wood Skirting's (Painted)	Skirting Sanded, One Coat Pink primer, Two coats Dulux Code 3H1-1 , Color Barley Beige.
Tiled Skirting's	100mm Tiled Skirting (Similar to floor tiles) with white plastic edge cover strip.
	75mm Anodized Aluminum Skirting Around Columns

Respondent's Signature

Date and Company Stamp



Skirting	And on New Drywall Partitioning.
Door to Toilet Cubicle	Indicator Lock to Door (Chrome Finish)
Skirting (Wood)	19 x 75mm Meranti Skirting. Sand and apply two coats Dulux Wood guard Timber varnish.
Toilet (Low water volume and Pressure areas)	Low Level Vaal Pottery pan with Separate Porcelain Cistern.
Toilet (High water volume and Pressure areas)	Low Level Vaal Pottery pan with Flush Master
Toilet Seat	White Heavy Duty Plastic Econo B2
Toilet Paper Holder	Three Roll Lockable Toilet Paper Dispenser attached to wall /partition
Shower Taps	Cobra under Tile Stopcock – Star type
Shower Rose	Cobra, chrome swivel with swan neck extension
Shower Door	Aluminum Pivot Obscure Safety Glass
Shower P-Trap	Brass Deep Seal with chrome Grid
WHB	450 x 530mm Vaal Porcelain on wall mounted fixing brackets, with chrome outlet, plug and chain. Cobra heavy duty pillar taps star type.
WHB	420 x 340 x 185mm Oval A basin from FRANKE – FSA code: 357456 , with Chrome outlet, plug and chain.
Mirror	450 x 600mm Silver Mirror, mounted flush with tiles using double sided tape above wash hand basin at eye level.
WHB Taps	Cobra Pillar, push button self closing taps
WHB P -Trap	Anti vac Plastic Bottle Trap
Urinal (Wall Mounted)	Flat back Lavatory with Flush Master
Urinal (Wall Mounted)	305 x 245 x 420mm Barron Bowl Urinal Model TE top entry flush – FSA, Code: 333250
Bathroom Extractor Fan	300mm Expel Air
Kitchen Cabinet Complete	1200 mm Steel Cabinet unit with hinged doors and S/S Sink
Kitchen Cabinet Complete	Combo 1800. Above full length of sink provide two rows of 300 x 300mm ceramic wall tiles from Ferreira's Code: ARC 0162 JC color – white as splash-back. (Seal unit to tiles with clear silicon sealant)
Kitchen Cupboards And Sink	Cherry Wood Melamine with drop in sink and grey/pink granite post form top. Bottom skirting to be manufactured from a waterproof material.
Taps Kitchen	Cobra Mixer – Star Type
Wall Tiles above Sink	150 x 150mm white Johnson with 3mm spacing, white grout filling
Sink P - Trap	PVC Bottle Trap
Pressure Control Valve	Cobra 600 KPA with close off valve
Waste Pipes	Dia 40mm to 50mm PVC color, White
Sewer Pipes	Dia 100mm PVC above ground, heavy duty colored underground.
Paint Purloins/Rafters/Sprocket Ends	Painted Surface – Dulux Universal white undercoat. Primer on wood/steel – Pink primer (wood) NS4 (Steel).

Respondent's Signature

Date and Company Stamp



	Two coats White Dulux High Gloss.
Fascias, Gutters/Down Pipes and Barge Boards	One coat Primer suitable for Surfaces where applicable One Coat Universal undercoat and two coats high gloss enamel – Color white. Fascia Boards two coats Dulux Dura 65.
Painting New Gutters / Down pipes and barge boards	Wash with “Spick and Span” galv. Iron Cleaner (GIP) and then rinse with clean water, One coat Galvogrip Metal primer (GIP), left for 24-72 hours to dry. Finish- One coat universal undercoat and two coats high gloss enamel color white
Roof	Primer – NS4 Grey (GI Roofs only). Two coats cottage white heat reflective paint Du Lux Roof Guard.
Window Sills And Plinths	Painted Surface – Two coats Dura 65 white. Two Coats Weather guard, Barely Beige. Code: 3H1-1
Verandah Floor Paint	Dulux Stoep Red
Window Frames Inside/outside	(Painted) One Coat White Universal under coat and one coat Dulux Pearlglø Lockness Code:3L-5
Door Frames Inside/Outside	(Painted) Two coats dulux Pearlglø Lockness Code::3L1-5
Door Frames (Wood Finish)	Sand Frame, Two coats clear Varnish (Satin) Finish.
Doors (Wood Finish)	Sand Door, Two coats clear Varnish (satin) Finish.
Doors (Inside)	One Coat White Universal under coat and one coat Dulux Pearlglø Lockness, Code: 3L1-5
Doors (Outside)	One coat White Universal under coat and one coat Dulux Pearlglø Lockness Code: 3L1-5
Outside Pipes Paint all dia.	One coat White Universal undercoat and one coat Dulux Pearlglø Lockness, Code - 3L1-5
Door Closer	Dorma TS 68(Silver Finish.)
Door Locks	4 Lever Vertical type Lockset, Satin Chrome Finish, with two keys
Steel Burglar Bars/ Security Gates	One Coat Primer suitable for Steel Surfaces, One coat undercoat, Two coats Dulux High Gloss Enamel. Colour -White.
Wood Cupboards/Shelves	Two coats Clear Varnish (Satin) Finish.
Window Panes	Reflective Film to fixed and opening window sections
Vertical Blinds	Colour, Plain Fawn with aluminium top rail. Blinds inside window recesses.
Water Pipes (External)	Pipes to be lagged in cold areas
Washing Line(Inside Court Yard)	2m Dia Wendy DRY (Galvanised or powder coated white) with 7mm nylon cord wash- line.
Court Yard	4m x 4m x 1.8m high Precast Wall (Unpainted) Court Yard for washing line and rubbish bin
Gravel (25mm)	One metre wide strip around building
Paving	One metre wide strip around building, Colour Grey (Concrete)
Pathways, Concrete Slabs	One metre wide strip around building
Vegetation: 10 m strip	Cut grass and Vegetation. Remove trees closer than 2

Respondent's Signature

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Date and Company Stamp



	m to building
Symbolic signage	Standard Symbolic Safety signs to be fitted/displayed.eg smoking areas, Male/Female toilets, reception, boardrooms, escape routes, fire fighting equipment fire hydrants etc.
Plant trees	Plant trees suitable to area, 3 m away from building. One tree per building
ELECTRICAL:	
Wall plugs.	Crabtree Flush/Surface mounted 16A three pin
Light switches.	Crabtree Flush/Surface mounted 5A three pin
Isolators	Crabtree Flush/Surface mounted 30A & 60A Triple & Double Pole
Fluorescent Light Fittings	Semi Decorative Fit. 1.5m Double Tube Thorn Tech. Electronic
Fluorescent Light Fittings	Anti-corrosive Fit. 1.5m Double Tube Thorn Tech. Electronic
Fluorescent Light Fittings	Industrial Type Fit. 600mm & 1.5m Double Tube Thorn Tech. Electronic
Fluorescent Light Fittings	Recess Decorative Fit. 1.5m Four & Triple Tube Thorn Tech. Electronic
Light Fittings	2D / 16W Energy Saving Luminary Slim line PVC
Light Fittings	2D / 16W Energy Saving Luminary Industrial Type
Light Fittings	Ceiling Mount Double Round Tube Decorative Fit. (Electronic)
Lamps	Osram & Phillips Fluorescent Type 36W, 40W, 58W & 65W
Lamps	Osram & Phillips Fluorescent Type 2D / 16W, 20W & 48W
Lamps	ES & BC Energy Saving lamps
Lamps	50W / 12V Dicrobic (Closed)
Hydro boil	ZIP 7.5 litre Hydro boil placed over sink with own isolator
Heaters	Wall mounted with 2 hour timers with epoxy coated finish
electrical geyser horizontal/vertical	150 litres, 600 kpa Kwikot, with drip tray, outlet and blanket. Provide vacuum breakers and close off valve. Provide earthing strap to geyser and earthing spike.
Air conditioners	Carrier Split Unit / Window (Heating & Cooling)
Air conditioners	Carrier Gazette / Under Ceiling (Heating & Cooling)
Distribution Boards	Heinemann MCB's, E/L Relays, Isolators, Lightning Arresters, Timers, etc.

Respondent's Signature

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Date and Company Stamp



2. PENALTIES

A penalty for late completion of R100, 00 per calendar day will be payable.

3. GENERAL INFORMATION

The service provider(s) shall be fully responsible to TRANSNET for the acts and omissions of persons directly or indirectly employed by them.

The service provider(s) must provide the identified information requested and comply with the requirements stated in the RFQ.

4. EXCHANGE AND REMITTANCE

The attention of the Respondents is specially directed to clause 7 (*Exchange and Remittance*) of the General RFQ Conditions Form CSS5. The Respondent is also to note that the particulars of the exchange rate on which the Respondent has based its RFQed price(s), is/are to be stipulated hereunder only if Transnet is requested by the Respondent to effect payment overseas direct to the Respondent's principal/supplier.

(a) ZAR1.00 (South African currency) being equal to (foreign currency).
.....% in relation to RFQed price(s) (.....) to be remitted overseas by Transnet.

(b) (Name of country to which payment is to be made)

(c) Beneficiary details :
Name (Account holder)
Bank (Name and branch code).....
Swift code
Country

(d) (Applicable date of Exchange Rate used)

Respondent's Signature

Date and Company Stamp



5. NATIONAL RAILWAY SAFETY REGULATOR ACT

In compliance with the **National Railway Safety Regulator Act, 16 of 2002**, the successful Respondent (the “Supplier”) shall ensure that the Services to be supplied to Transnet, under the terms and conditions of a contract between the parties, comply fully with the specifications as set forth in this RFP, and shall thereby adhere to railway safety requirements and/or regulations. Permission for the engagement of a subcontractor by the Supplier, as applicable, both initially and during the course of a contract, shall be subject to a review of the capability of the proposed subcontractor to comply with the specified railway safety requirements and/or regulations. The Supplier and/or its subcontractor shall grant Transnet access, during the term of the contract, to review any safety-related activities, including the coordination of such activities across all parts of the organization.

Accepted:

YES	
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NO	
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6. RISK

Respondents must elaborate on the control measures put in place by their company, which mitigate the risk to Transnet, pertaining to potential non-performance by a Supplier in relation to -

(i) quality of the Service(s) provided:

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

(ii) continuity of provision of the Service(s) (refer clause 6.9 of Form US7):

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

(iii) compliance with the Occupational Health and Safety Act, 85 of 1993 (refer clause 8.1(f) of Form US7)

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Respondent's Signature

Date and Company Stamp



.....

(iv) compliance with the National Railway Safety Regulator Act, 16 of 2002 (refer clause 16 above)

.....

7. REFERENCES

Please indicate below the company names and contact details of existing customers whom Transnet may contact to seek third party evaluations of your current service levels:

Name	Work	Work	Person	Details	Completed



8. EVALUATION CRITERIA

TRANSNET will utilize the following criteria (not necessarily in this order) in choosing a Supplier, if so required:

- Pricing (fees) - Whilst not the sole factor for consideration, competitive pricing will be critical in indicating how much you value TRANSNET's business
- Compliance – Completeness of your responses and content of the Quotation will be considered
- Previous performance/Track record/Experience
- BBBEE status of company
- Tax clearance Certificate

9. DAMAGE TO TRANSNET LIMITED PROPERTY: (REFER TO CLAUSE 14 OF US7 – SERVICES)

The successful respondent shall be liable to make good any damage which may be caused to Transnet Limited Property by their servants or agents whilst upon Transnet Limited premises, whether or not such damage is due to negligence on the part of such servants or agents and the successful respondent shall and hereby do further indemnify Transnet Limited against liability for any loss of or damage to property whether belonging to them, their servants or agents or any third party, or for the death of or injury to any person, which may either directly or indirectly be caused by or arise out of the service.

10. INDEMNITY CLAUSE:

Transnet will not be held responsible for any losses and / or injuries suffered by the Contractor while rendering the service, which may result from whatever nature.

Respondent's Signature

Date and Company Stamp



SECTION 3

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

QUOTATION FORM

I/We _____
(name of company, close corporation or partnership)

_____ of (full address)

carrying on business under style or title of

represented by _____

in my capacity as _____

being duly authorized thereto by a Resolution of the Board of Directors or Members or Certificate of Partners, as the case may be, dated _____ a certified copy of which is annexed hereto, hereby offer to supply the above-mentioned Services at the prices quoted in the schedule of prices in accordance with the terms set forth in the accompanying letter(s) reference _____ and dated _____ (if any) and the documents listed in the accompanying schedule of RFQ documents.

I/We agree to be bound by those conditions in TRANSNET's :

- (i) Standard Terms and Conditions of Contract, Form No. US7 - Services (revised August 2008);
- (ii) General RFQ Conditions, Form CSS5 – Services (revised August 2008); and
- (iii) any other standard or special conditions mentioned and/or embodied in the Request for Quotation form; and;-

Respondent's Signature

Date and Company Stamp



I/We accept that unless TRANSNET should otherwise decide and so inform me/us in the facsimile or letter of acceptance, 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.

Should TRANSNET decide that a formal contract should be signed and so inform me/us in the facsimile or letter of acceptance, this Quotation (and, if any, its covering letter and any subsequent exchange of correspondence) together with TRANSNET's letter of acceptance, shall constitute a binding contract between TRANSNET and me/us until the formal contract is signed.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to enter into a formal contract if called upon to do so, or fail to commence the service, within 4 (four) weeks, TRANSNET may, without prejudice to any other legal remedy which it may have, recover from me/us any expense to which it may have been put in calling for Quotations afresh and/or having to accept any less favorable Quotation.

I/We accept that any contract resulting from this offer will be for a period of _____ only; and agree to a penalty clause to be negotiated with TRANSNET, which will allow TRANSNET to invoke a penalty (details to be negotiated) against us should the delivery of the Services be delayed due to non-performance by us.

The law of the Republic of South Africa shall govern the contract created by the acceptance of this RFQ. The *domicillium citandi et executandi* shall be a place in the Republic of South Africa to be specified by the Respondent hereunder, at which all legal documents may be served on the Respondent who shall agree to submit to the jurisdiction of the courts of the Republic of South Africa. Foreign Respondents shall, therefore, state hereunder, the name of their accredited agent in the Republic of South Africa who is empowered to sign any contract which may have to be entered into in the event of their Quotation being accepted and to act on their behalf in all matters relating to the contract.

Respondent to indicate *domicillium citandi et executandi* hereunder:

NOTIFICATION OF AWARD OF RFQ

As soon as possible after approval to award the contract/s, the successful Respondent (the Supplier) will be informed of the acceptance of its Quotation. Unsuccessful Respondents will be advised in writing of the name of the successful Supplier and the reason as to why their Quotations have been unsuccessful, for example, in the category of price, deliverables, quality, BBBEE status or for any other reason.

Respondent's Signature

Date and Company Stamp



VALIDITY PERIOD

TRANSNET desires a validity period of 4 (four) months (from closing date) against this RFQ. It should be noted that Respondents may offer an earlier validity period, but that their Quotations may be disregarded for that reason. Should Respondents be unable to comply with this validity period, an alternative validity period must be stated hereunder:

This RFQ is valid until _____ (State alternative validity period/date).

TAX (VAT) REGISTRATION NUMBER

The Respondent must state hereunder the tax registration number which is applicable to Value-Added Tax:

TAX CLEARANCE CERTIFICATE

Respondents are required to forward a valid copy of their company's Tax Clearance Certificate with their Quotation.

Indicate tax clearance certificate expiry date: _____

BANKING DETAILS

BANK: _____

BRANCH NAME / CODE: _____

ACCOUNT HOLDER: _____

ACCOUNT NUMBER: _____

NAME(S) AND ADDRESS / ADDRESSES OF DIRECTOR(S) OR MEMBER(S)

The Respondent must disclose hereunder the full name(s) and address(s) of the director(s) or members of the company or close corporation (C.C.) on whose behalf the Quotation is submitted.

(i) Registration number of company / C.C.

(ii) Registered name of company / C.C.

(iii) Full name(s) of director/member(s) Address/Addresses ID Number/s

Respondent's Signature

Date and Company Stamp



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

REGISTRATION CERTIFICATE

Respondents must submit a certified copy of their company's Registration Certificate with their Quotation.

NAME AND ADDRESS OF ACCREDITED AGENT

Provide hereunder, if applicable, details of the accredited agent in the Republic of South Africa appointed as local representative by foreign Respondents and whose address shall be regarded as the Respondent's domicilium citandi et executandi in terms of the Standard Terms and Conditions of Contract, US7 – Services (revised August 2008).

Name
Address

CONFIDENTIALITY

All information related to a subsequent contract, both during and after completion, is to be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Service(s), which is either directly or indirectly related to TRANSNET's business, written approval to divulge such information will have to be obtained from TRANSNET.

DISCLOSURE OF PRICES TENDERED

Respondents must indicate here **whether TRANSNET may disclose** their tendered prices and conditions to other Respondents:

Respondent's Signature

Date and Company Stamp



YES	
-----	--

NO	
----	--

DECLARATION

Respondents to declare hereunder whether any family and/or direct relationship exists between any of the owners / members / directors / partners / shareholders (unlisted companies) of the responding company and any employee or board member of the TRANSNET Group:

YES	
-----	--

NO	
----	--

If YES, please indicate below:

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

ADDRESS

Indicate nature of relationship (if any):

(Failure to furnish complete and accurate information in this regard may lead to the disqualification of a response and may preclude a Respondent from future business with TRANSNET)

PRICE REVIEW

The successful Respondent(s) will be obliged to submit to an annual price review. TRANSNET will be benchmarking this price offering(s) against the lowest price received as per the benchmarking exercise. If the Respondent's price(s) is/are found to be higher than the benchmarked price(s), then the Respondent shall match or better such price(s) within 30 days - failing which the Contract may be terminated at TRANSNET's discretion or the particular Service(s) purchased outside the contract.

Respondent's Signature

Date and Company Stamp



RETURNABLE DOCUMENTS

Respondents are required to submit the following returnable documents with their responses:

Notice to Bidders – Section 1	√
Background overview – Section 2	√
Quotation Form – Section 3	√
Resolution of Board of Directors (Respondent’s Representative) - Section 4	√
Certificate of Acquaintance with RFQ Documents – Section 5	√
Pricing - Section 6	√
General Tender Conditions - Form CSS5 – Section 7	√
Conditions of Contract - Form US7 – Section 8	√
Certificate of attendance of Information Briefing Session – Section 9	√
Schedule of plant and Equipment – Section 10	√
E4E – Safety arrangements and procedural compliance – Section 11	√
Safety arrangements and Procedural Compliance – Section 12	√
Suppliers Code Of conduct – Section 13	√
Non disclosure Agreement – Section 14	√
Tender Safety Clauses And Questionnaire – Section 15	√
Supplier Declaration / Application	√
Copy of cancelled cheque or letter from the bank verifying banking details (with bank stamp)	√
Certified Copy of identity document of shareholders/directors/members (Where applicable)	√
Certified Copy of share Certificates of Incorporation and CM29/and C/CK2 (if CC)	√
Certified Copy of share certificates of shareholders, CK1	√
A Letter with the company’s letterhead confirming physical and postal addresses	√
Valid original or certified SARS Tax Clearance Certificate and VAT certificate	√
A Signed letter from the Auditor/Accountant confirming most recent annual turnover and percentage black ownership in the company AND/OR BBBEE certificate and detailed scorecard from an accredited rating agency (ABVA Member BBBEE Accreditation Certificate	√

NOTE: Sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 as indicated in the footer of each page, must be signed and dated by the Respondent.

By signing the RFQ documents, the Respondent is deemed to acknowledge that he / she has made himself / herself thoroughly familiar with all the conditions governing this RFQ, including those contained in any printed form stated to form part hereof and Transnet Limited will recognize 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.

SIGNED a _____ this _____ day of _____ 2009.

SIGNATURE OF WITNESSES:

ADDRESS OF WITNESSES:

1. _____

1. _____

Respondent’s Signature

Date and Company Stamp



2. _____ 2. _____

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE:

NAME: _____

DESIGNATION: _____

“PREVIEW COPY ONLY”

Respondent's Signature

Date and Company Stamp



SECTION 4

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

SIGNING POWER : RESOLUTION OF BOARD OF DIRECTORS

Name of Company _____

It was resolved at a meeting of the Board of Directors held on _____ that

FULL NAME(S)	CAPACITY	SIGNATURE
_____	_____	_____
_____	_____	_____
_____	_____	_____

in his/her capacity as indicated above is/are hereby authorized to enter into, sign, execute and complete any documents relating to RFQs, Quotations and/or Contracts for the supply of Services.

FULL NAME _____

SIGNATURE CHAIRMAN

FULL NAME _____

SIGNATURE SECRETARY

Respondent's Signature

Date and Company Stamp



SECTION 5

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

CERTIFICATE OF ACQUAINTANCE WITH RFQ DOCUMENTS

NAME OF COMPANY: _____

I/We _____ do

hereby certify that I/we acquainted myself/ourselves with all the documentation comprising this RFQ and all conditions contained therein, as laid down by Transnet Limited for the carrying out of the proposed supply/service/works for which I/we submitted my/our response.

I/We furthermore agree that Transnet Limited shall recognize no claim from me/us for relief based on an allegation that I/we overlooked any RFQ/contract condition or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.

SIGNED at _____ on this _____ day of _____ 2010.

WITNESS : _____

SIGNATURE OF RESPONDENT



SECTION 6

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

PRICING AND DELIVERY SCHEDULE

SCHEDULE OF WORK AND PRICES					
	Description <i>02AR519P</i>	Qty	Unit	Price	Amount
1	Demolish walls, make good floor and tiles	1	Job		
2	Build 114mm brick wall plaster two sides	19.38	M ²		
3	Fit 200x200mm white glazed wall tiles (Disabled and new toilet) – Floor to Ceiling	26.16	M ²		
4	Build in 114mm steel door frame	3	Ea		
5	Fit flush panel doors, hard board. Paint door frames and doors one coat white Du Lux universal under coat and Two coats Dulux Pearl glo Lockness code - 3L1-5	4	Ea		
6	Fit 75mm cornice	10.38	M		
7	Fit toilet indicator bolt	2	Ea		
8	(Disabled toilet) Install 560mm wide Vaal porcelain wash hand basin complete with cobra mixer hot and cold water (for disabled persons). Fit chrome ball stops to hot and cold water.	1	Job		
9	(Disabled toilet) Install anti vac plastic bottle trap to basin and 50mm waste pipe, connect to drain. Make good wall.(fit holder bats to waste pipe every 500mm apart)	1	Job		

Respondent's Signature

Date and Company Stamp



10	(Disabled toilet) Fit 500x500mm mirror above basin	1	Ea		
11	Demolish basin complete, make good wall	1	Job		
12	New Toilet Install Vaal close couple toilet pan and cistern with heavy duty plastic toilet seat and flap. Connect cold water, fit chrome ball stop before cistern. Connect to sewer	1	Job		
13	(Disabled toilet) Demolish wc pan, install disabled toilet pan and cistern complete with chrome handles at two walls. Connect cold water with chrome ball stop. Connect to sewer	1	Job		
14	Fit three roll lockable toilet paper dispenser attached to wall/partition	2	Ea		
15	(Disabled toilet) Fit extractor fan to disabled toilet	1	Ea		
16	Paint ceiling and cornice Two coats DURA 65 WHITE,	9.46	M ²		
17	Paint walls One coat Dura 65 white. Two coats Dulux Wash N Wear Silk, Barely Beige code – 3H1-1	14.81	M ²		
18	Fit disabled sign	1	Ea		
18	Provide ramp	1	Job		
20	Fit door closer (disabled toilet and ladies facilities)	2	Ea		
NB: PRICE PER UNIT MUST BE COMPLETED. FAILURE TO DO SO MAY DISQUALIFY YOUR TENDER.			Gross Total		
			VAT (14%)		
			Total Due		

Respondent's Signature

Date and Company Stamp



SECTION 7

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

GENERAL TENDER CONDITIONS - SERVICES

Refer Form CSS5 attached hereto.

“PREVIEW COPY ONLY”

Respondent's Signature

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Date and Company Stamp



SECTION 8

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

STANDARD TERMS AND CONDITIONS OF CONTRACT

FOR THE SUPPLY OF SERVICES TO TRANSNET

Refer Form US7 attached hereto.

Respondents should note the obligations as set out in Clause 19 of the General Tender Conditions (Section 7) which reads as follows:

"The Supplier shall adhere to the Standard Terms and Conditions of Contract as set out in Form US7 - Services), a copy of which is attached hereto. Should the Respondent find any conditions unacceptable, it should indicate which conditions are unacceptable and offer an alternative. Please note that any alternative offered shall be compared with acceptance of the Form US7 conditions or alternatives offered by other Respondents."

Respondent's Signature

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Date and Company Stamp



SECTION 9

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

CERTIFICATE OF ATTENDANCE OF INFORMATION BRIEFING SESSION

It is hereby certified that -

1.
2.

Representative(s) of
(name of company)

attended the briefing session in respect of the proposed Service(s) to be rendered in terms of this RFQ on
..... 2009.

.....
TRANSNET REPRESENTATIVE

.....
RESPONDENT'S REPRESENTATIVE

DATE:

DATE:



SECTION 10

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

SCHEDULE OF PLANT

Schedule of major plant and equipment to be used in the execution of this contract in terms of the Contract Conditions and specifications. The respondent must state which plant is immediately available and which will have to be acquired.

(i) Plant immediately available for work tendered for :

(ii) Plant on order and which will be available for work tendered for :

(iii) Plant to be acquired for the work tendered for :

Respondent's Signature

Date and Company Stamp



SECTION 11

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

MINIMUM COMMUNAL HEALTH REQUIREMENTS

Refer Form E4B attached hereto.

“PREVIEW COPY ONLY”

Respondent's Signature

Date and Company Stamp



SECTION 12

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

SAFETY ARRANGEMENTS AND PROCEDURAL COMPLIANCE

Refer Form E4E attached hereto.

“PREVIEW COPY ONLY”

Respondent's Signature

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Date and Company Stamp



SECTION 13

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

Suppliers Code Of Conduct

Refer to Annexure attached hereto.

“PREVIEW COPY ONLY”

Respondent's Signature

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Date and Company Stamp



SECTION 14

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

Non-Disclosure Agreement (“NDA”)

Complete and sign NDA attached hereto

“PREVIEW COPY ONLY”

Respondent's Signature

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Date and Company Stamp



SECTION 14

RFQ NUMBER KDS80B6747 - 7067

PROVIDE DISABLED TOILET FACILITIES IN BUILDING (02AR519P)

Tender Safety clauses and Questionnaire

“PREVIEW COPY ONLY”

Respondent's Signature

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Date and Company Stamp