



# CHANGE TO / TENDER RFQ

**Tender No:** CRAC-16036

**Vendor No:** 11001386

BOARD LIST  
BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT  
2000

**Purchaser :** Tshiamo Motitswe  
**Telephone :** 011 584 0606  
**Fax Number:**

**Please quote reference:**  
K63/6000609036

**Deliver to:**  
TFR Head Office  
Supply Chain Services  
2000 Johannesburg

**Closing Date** :18.11.2014  
**Validity Date** :20.02.2015  
**RFQ No** :6000609036

PROVISION OF WASTE MANAGEMENT SERVICES FOR VARIOUS STATIONS.

THE RFQ DOCUMENTS ARE OBTAINABLE FROM THE OFFICE OF TRANSNET FREIGHT RAIL, TENDER ADVISE CENTRE, GROUND FLOOR, INYANDA HOUSE 1, WELLINGTON ROAD, PARKTOWN, DURING OFFICE HOURS 08:00 TO 15:00 AND THE RFQ DOCUMENT IS FOR FREE.

QUOTATIONS MAYBE EMAILED OR FAXED TO : Thuli.mathebula@transnet.net / (011) 774-9129

FOR ANY TECHNICAL ENQUIRIES WITH REGARD TO THIS RFQ YOU CAN CONTACT :MS  
JOHANNA NKOANE TEL 011 773 5795 / 083 842 2479

1.1 QUOTATION/S MUST BE SUBMITTED PUNCTUALLY AT 10:00 ON OR BEFORE CLOSING DATE AND LATE QUOTATIONS WILL NOT BE CONSIDERED.

1.2 IF POSTED:

21 WELLINGTON ROAD  
INYANDA HOUSE 1  
PARKTOWN  
2193

1.3 ,IF DELIVERED BY HAND:

TRANSNET FREIGHT RAIL-SUPPLY CHAIN SERVICES  
21 WELLINGTON ROAD  
INYANDA HOUSE 1

DATE: ..... SIGNATURE OF TENDERER(S): .....

CONTACT PERSON: ..... TEL No: .....

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PARKTOWN

## 2. CONDITIONS:

2.2 ANY PURCHASE ORDER PLACED AS A RESULT OF YOUR QUOTATION WILL BE SUBJECT TO THE STANDARD TERMS AND CONDITIONS OF CONTRACT, FORM US7, (LATEST), GENERAL TENDER CONDITIONS, FORM CSS5 (LATEST ) AND CONDITIONS MENTIONED HEREIN.

2.3 TENDERERS MAY OFFER AN EARLIER VALIDITY DATE, BUT THEIR QUOTATION MAY, IN THAT EVENT, BE DISREGARDED FOR THIS REASON.

2.4 TENDERERS ARE REQUIRED TO OFFER ONLY FIRM PRICES. PRICES SUBJECT TO REVIEW IN TERMS OF CLAUSE 32 OF FORM US7 WILL ONLY BE CONSIDERED SHOULD THE DELIVERY PERIOD REQUIRED EXCEED 6 MONTHS.

2.5 BEST DELIVERY TIME MUST BE OFFERED.

2.6 DISCOUNT (TRADE DISCOUNT) CASH DISCOUNT (CONDITIONAL DISCOUNT) VALUE VALUE ADDED TAX (VAT) MUST BE SHOWN SEPARATELY.

2.7 TRANSNET RESERVES THE RIGHT TO NEGOTIATE PRICES AND COMMERCIAL ASPECTS AFTER THE CLOSING DATE OF THE QUOTATION.

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2.8 DIRECT DELIVERY INTIMATES DELIVERY BEING EFFECTED INTO THE WAREHOUSE OR THE ACTUAL POINT OF SUPPLY AND SHOULD THEREFORE INCLUDE ANY TRANSPORTATION MODE DEEMED NECESSARY IN EXECUTING THIS METHOD OF DELIVERY BASIS IN ORDER TO MEET THE REQUIRED DELIVERY DATE.

#### TAX CLEARANCE CERTIFICATES:

The Regulations in terms of the Public Finance Management Act, 1999: Framework for Supply Chain Management as published in Government Gazette No. 25767 dated 5 December 2003, Clause 9 (1) (d), stipulates that the accounting officer or accounting authority of an institution to which these regulations apply must reject any bid from a supplier who fails to provide written proof from the South African Revenue that the supplier either has no outstanding tax obligations or has made arrangements to meet outstanding tax obligations. Tenderers will be disqualified if a valid tax clearance certificate or written proof from the South African Revenue Service that supplier has made arrangements to meet outstanding tax obligations is not submitted with the tender.

#### COMPANY DETAILS:

**NAME OF COMPANY:** \_\_\_\_\_  
**CONTACT PERSON:** \_\_\_\_\_  
**TEL. NO.** \_\_\_\_\_ **FAX NO:** \_\_\_\_\_  
**REG. NO.** \_\_\_\_\_

#### BROAD BASED BLACK ECONOMIC EMPOWERMENT (BBBEE)

Transnet fully endorses and supports the Government's Broad based Black Economic Empowerment Programme and it is strongly of the opinion that all South African Business Enterprises have an equal obligation to redress the imbalances of the past. Transnet will therefore prefer to do business with local business enterprises who share these same values. Transnet will endeavour to do business with local business enterprises that possess a BBBEE "recognition level" of at least a level 5. Transnet urges Tenderers (large enterprises and QSE's - see below) to have themselves accredited by any one of the various Accreditation Agencies available, who do their BBBEE ratings in accordance with the latest Codes (i.e. those promulgated on 9 February 2007) and whose names appear on the present ABVA (Association of BEE Verification Agencies) - "List of Full Members" as displayed on the ABVA website ([www.abva.co.za](http://www.abva.co.za)). Although no agencies have, as yet, been accredited by SANAS (SA National Accreditation System), Transnet will, in the interim, accept rating certificates of tenderers who have been verified by any of the listed agencies.

Enterprises will be rated by such agency based on the following:

1. Large Enterprises - (i.e. annual turnover >R35million:  
" Rating level based on all seven elements of the BBBEE scorecard.
2. Qualifying Small Enterprises - (QSE) (i.e. annual turnover >R5million but <R35million:  
" Rating based on any four elements of the BBBEE scorecard.

NB:

3. Emerging Micro Enterprises - (EME) (i.e. annual turnover <R5m) are exempted from being rated/verified:  
" Automatic rating of Level 4 BBBEE irrespective of race of ownership, i.e. 100% BBBEE recognition  
" Black ownership >50% or Black Women ownership >30% automatically qualifies as Level 3 BBBEE, i.e. 110% BBBEE recognition  
" EME's should provide certified documentary proof of annual turnover (i.e. audited financials) plus proof of Black ownership if Black ownership >50% or Black Women ownership >30% from the EME's Auditor/Accounting Officer.

4. In addition to the above, Tenderers who wish to enter into a Joint Venture or subcontract portions of the contract to BBBEE companies, must state in their tenders the percentage of the total contract value that will 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 sub-contractor/s, as well as a breakdown of

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the distribution of the aforementioned percentage must also be furnished

In view of the high emphasis which Transnet places on Broad-based Black Economic Empowerment, Transnet will allow certain preference points for BBBEE in the evaluation of all responses. Depending upon the value of the ensuing business award (i.e. below or in excess of R2m), the 80/20 or 90/10 point preference systems will be utilized where BBBEE will count out of 20 or 10 respectively in the evaluation process.

EACH RESPONDENT IS REQUIRED TO FURNISH PROOF OF THE ABOVE TO TRANSNET. FAILURE TO DO SO WILL RESULT IN A SCORE OF ZERO BEING ALLOCATED FOR BBBEE.

Turnover: Kindly indicate your company's annual turnover for the past year R\_\_\_\_\_

" If annual turnover <R5m, please attach certified confirmation from your Auditor/Accounting Officer

" If annual turnover >R5m please attach original or certified copy of accreditation certificate and detailed scorecard by an ABVA accreditation agency (registered as a "Full Member")

## PAYMENT TERMS

The following payment terms will apply as from 1 October 2014

" All suppliers will be paid 30 days from receipt of monthly statement, i.e. payment term F055.

## CONDITIONS:

This quotation is subject to the provisions of the Standard Terms and Conditions of Contract, Form US7, (Latest ) and the General Tender Conditions, Form CSS5 (Latest) and any other standard or special conditions mentioned and/or embodied in the quotation request.

Administrative Responsiveness Test (Essential)

SHE rep certificates

Registration in terms of sections 21 & 25 of National Environment Act

Letter of Good Standing

She management questionnaire

Prequalifying Criteria

SHE Management questionnaire

Compliance to specification in line with scope of work and schedule of quantities

Commercial (Scoring Matrix)

Competitive Pricing

B-BBEE (Scoring Matrix)

B-BBEE certificate and scorecard

## SCHEDULE OF REQUIREMENTS

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PRICES TENDERED ARE TO BE "DIRECT" AND EXCLUDE VAT.

IN THIS REGARD THE TENDERER'S ATTENTION IS DIRECTED TO PARAGRAPH 16 OF FORM CSS5 (LATEST).

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TRANSNET INSISTS ON HONESTY AND INTEGRITY BEYOND REPROACH AT ALL TIMES AND WILL NOT TOLERATE ANY FORM OF IMPROPER INFLUENCING, BRIBERY, CORRUPTION, FRAUD, OR ANY OTHER UNETHICAL CONDUCT ON THE PART OF BIDDERS/ TRANSNET EMPLOYEES. IF, IN THE OPINION OF TRANSNET'S CHIEF OPERATING OFFICER, A TENDERER / CONTRACTOR / SUPPLIER HAS OR HAS CAUSED TO BE PROMISED, OFFERED OR GIVEN TO ANY TRANSNET EMPLOYEE, ANY BRIBE, COMMISSION, GIFT, LOAN, ADVANTAGE OR OTHER COSIDERATION, TRANSNET SHALL BE ENTITLED TO REVOKE THE TENDER / CONTRACT BY FOLLOWING ITS INTERNAL POLICIES THAT GOVERN THE ECLUSION PROCESS. IN SUCH AN EVENT TRANSNET WILL BE ENTITLED TO PLACE ANY TENDERER / CONTRACTOR / SUPPLIER WHO HAS CONTRAVENED THE PROVISIONS OF TRANSNET'S BUSINESS ETHICS ON ITS LIST OF EXCLUDED TENDERERS. THIS LIST WILL ALSO BE DISTRIBUTED TO ALL OTHER STATE OWNED ENTERPRISES AND GOVERNMENT DEPARTMENTS.

TRANSNET INVITES ITS VALUED SUPPLIERS TO REPORT ANY ALLEGATIONS OF FRAUD, CORRUPTION OR OTHER UNETHICAL ACTIVITIES TO TRANSNET TIP-OFFS ANONYMOUS, AT ANY OF THE FOLLOWING ADDRESSES / CONTACT NUMBERS:-

TOLL-FREE ANONYMOUS HOTLINE - 0800 003 056  
EMAIL - Transnet@tip-offs.com  
FAX NUMBER - 0800 007 788  
FREEPOST DN 298, UMHLANGA ROCKS, 4320

CONFIDENTIALITY IS QUARANTEED

Item	Qty	Material	Description
00010	1	waite management	various stations

R.....  
Activity

Delivery Date: 25.06.2015

FULL DETAILS OF DESCRIPTION

DATE: .....

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### 3. ADDITIONAL INFORMATION REQUIRED: (WHERE APPLICABLE)

3.1 THE FOLLOWING ADDITIONAL INFORMATION IS REQUIRED:

- (A) DISCOUNT: .....
- (B) SETTLEMENT DISCOUNT:.....
- (C) PRICE/S FIRM: .....
- (D) PRICE/S FIRM UNTIL ..... THEREAFTER SUBJECT TO REVIEW.
- (E) PRICE/S NOT FIRM: .....
- (F) SABS MARK: .....
- (G) SABS PERMIT NO: .....
- (H) BRAND/MAKE/TYPE: .....
- (I) FULL NAME AND ADDRESS OF MANUFACTURER.:  
.....  
.....  
.....
- (J) FULL NAME AND ADDRESS OF INSPECTION POINT:  
.....  
.....  
.....
- (K) COUNTRY OF ORIGIN: .....

Comply : \_\_\_\_\_ Does not Comply : \_\_\_\_\_ Not applicable : \_\_\_\_\_

Justification : .....

- (L) SURPLUS MATERIAL:  
TENDERERS MUST INDICATE IF THEY WILL BE PREPARED TO PURCHASE BACK FROM TRANSNET ANY SURPLUS MATERIAL WHICH MAY BECOME AVAILABLE FROM ANY RESULTING PURCHASE ORDER/CONTRACT ORIGINATED FROM THE QUOTATION SUBMITTED:  
.....
- (M) PAYMENT OVERSEAS:  
ONLY IF TRANSNET LIMITED IS REQUESTED BY THE TENDERER TO EFFECT PAYMENT OVERSEAS DIRECT TO THE TENDERER'S PRINCIPAL/SUPPLIER THE FOLLOWING INFORMATION IS REQUIRED:  
\* EXCHANGE RATE ON WHICH THE QUOTATION PRICE IS BASED: R1,00 (S.A. CURRENCY) BEING EQUAL TO ..... (FOREIGN CURRENCY)  
\* PERCENTAGE IN RELATION TO THE QUOTATION PRICE TO BE REMITTED OVERSEAS:  
.....  
\* NAME OF COUNTRY TO WHICH PAYMENT IS TO BE MADE:  
.....  
.....  
\* APPLICABLE DATE OF EXCHANGE RATE:  
.....  
\* BENEFICIARY'S NAME AND FULL ADDRESS:  
.....  
.....

DATE: .....

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.....  
\* BENEFICIARY'S BANKERS AND FULL ADDRESS:  
.....  
.....  
.....

\* APPLICABLE ACCOUNT NUMBER:  
.....

(N) DELIVERY DATE:

TENDERERS MUST FURNISH THEIR ACTUAL DELIVERY AND MANUFACTURING PERIOD HEREUNDER NOTWITHSTANDING THE DELIVERY DATES SPECIFIED BY TRANSNET.

THE FOLLOWING MUST ALSO BE FURNISHED IN REGARD TO THE ABOVE:

1. PERIOD REQUIRED TO OBTAIN RAW MATERIAL. ....(DAYS)
2. MANUFACTURING PERIOD. ....(DAYS)
3. PERIOD TO TRANSPORT MATERIAL TO DESTINATION. ....(DAYS)

MATERIAL NO.	1.(PERIOD)	2.(PERIOD)	3.(PERIOD)
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

INDICATE THE PERCENTAGE (%) OF THE PRICE THAT IS SUBJECT TO THE VARIABLE COPPER FEE: .....%.

**"PREVIEW COPY ONLY"**

DATE: .....

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## **SCOPE OF WORK**

### **PROVISION OF WASTE MANAGEMENT SERVICES FOR DOMESTIC WASTE FOR TRANSNET FREIGHT RAIL A DIVISION OF TRANSNET SOC LIMITED FOR A PERIOD OF ONE YEAR**

#### **1. SCOPE OF WORK (Recyclable and Non-recyclable material) :**

The successful tenderer will be required to:

- i. Provide Domestic waste leak proof containers 6m for Domestic waste.
- ii. Manage Site Operations
- iii. Remove and dispose of waste (that cannot be recycled) at sites licensed to receive general & Domestic waste.
- iv. Submit monthly documentation to Real Estate Management:
  - a. Safe Disposal Certificates
  - b. Waste Manifest
  - c. Ensure that the Monthly Reports comply with SAWIC (South African Waste Information) requirements and the 2012 National Waste Information Regulations.
- v. Ensure compliance with all relevant statutes.

**ALL PRACTICES REGARDING THIS CONTRACT SHALL COMPLY WITH ALL RELEVANT LEGISLATION**

## **WASTE SITES**

#### **2. Provide Domestic waste leak proof containers for Domestic waste:**

- Each site will have leak proof, sealed containers
- All waste containers provided must be clearly marked (stenciled or painted) to reflect the type of waste contained as well as the relevant contact details in case of emergencies.
- The skips must be leak proof to prevent any secondary littering and pollution.

#### **3. Manage Site Operations:**

- The tenderer will be expected to submit an Operations and Maintenance Manual which outlines as a minimum the following:
  - ✓ Overall Waste Management Process-Flow to be followed in managing waste from the site.
  - ✓ Equipment, vehicles, skips, etc.
  - ✓ Labour to be deployed for this Contract.
  - ✓ Emergency Plan (vehicle breakdown, labour unrest/strikes, etc.)
- The Service Provider shall be responsible for the cleaning up of any spillages while lifting waste containers and must ensure that the area is free from oil contaminated material and other pollutants.
- The work shall be carried out under the supervision of Transnet Freight Rail and the Service Provider shall be responsible for the acts and omissions of his/her employee.
- The Successful Tenderer will be required to purchase Transnet Vehicle Entry Permit/s to gain access to the sites (all vehicles deployed for this Contract will be required to have Vehicle Entry Permits except in the case of a temporary vehicle used in an

emergency/breakdown etc. Temporary vehicle information will need to be provided to the Transnet official managing this Contract before the use of the vehicle).

**4. Remove and dispose of waste (that cannot be recycled) at sites licensed to receive general & Domestic waste**

- The general and Domestic waste bins should be collected once full
- Estimations for costs should be based on a once-a-week basis.
- In the event of the bin being full before the collection date, the Transnet Freight Rail employee has a duty to notify the Service Provider.
- Prompt response (within 24 hours from the time the call is logged) will be one of the operational performance measures of the Service Provider's efficiency

**5. Submit Monthly Documentation to Real Estate Management:**

**a. Safe Disposal Certificate and Waste Manifest:**

- The Service Provider shall provide a Safe Disposal Certificate & Waste Manifest for every consignment so as to ensure that the landfill site used to dispose of the waste is a permitted site appropriate for the waste being disposed of (Duty of Care Principle).
- A delivery note for each load removed from the site shall be signed for by the Transnet Freight Rail, Safety Specialist or a designated person at the depot.
- No payment will be effected until a Waste Disposal Certificate is received by Transnet Freight Rail, Real Estate Management.

**6. Compliance with relevant statutes**

- The Service Provider shall ensure that all current statutory laws & future legislation that may be passed pertaining to the handling, removal, transportation and disposal of waste are/will be complied with and undertakes that the procedures for undertaking this work shall comply with all applicable legislation, codes of practice, local, regional, provincial Authorities Requirements including but not limited to:
  - ✓ Environmental Conservation Act (1989)
  - ✓ National Environmental Management Act (1998)
  - ✓ National Environmental Management Waste Act (2008)
  - ✓ The National Traffic Act(Act 93 of 1996)
  - ✓ The Domestic Substances Act (Act 15 of 1973)
  - ✓ The Occupational Health and Safety Act(Act 85 of 1993)
  - ✓ Common Law and
  - ✓ Any other relevant legislation
- The Service Provider shall ensure that all personnel deployed for this Contract undergo an annual medical examination prior to commencement of the Contract and thereafter, annually for the duration of the Contract.
- The Service Provider shall provide and use suitable equipment and personal protective equipment as per the Risk Assessment submitted to Transnet Supply Chain Services
- All tenderers must supply proof of registration or a copy of a valid license to operate as a Waste Removal Company.
- All tenderers must supply proof of registration with the Compensation Fund (valid letter of good standing)

**7. General**

- Proof of competence to handle Domestic waste is required for all the role players who will be dealing with waste from the site.

- The successful tenderer must supply the name and location of disposal facility to be utilised, including a copy of Permit or License of such disposal facility, prior to the commencement of Contract.
- Waste removed from the site by the Contractor shall be disposed of at a recognised and registered landfill site only.
- The Contractor shall at all times prevent pollution during the execution of this Contract.
- The Contractor shall ensure that the skips on-site are leak proof, sealed and clean at all times.
- The work shall be carried out under the supervision of Transnet Freight Rail and the Service Provider shall be responsible for the acts and omissions of his/her employees.
- Skip bins to be emptied only from Monday to Friday between 07:30 and 16:00 and a Transnet SOC limited representative of the specific site to sign the delivery note stating that the skip bin has been emptied.
- Tender prices to be quoted per month and pricing to be done for a period of one (1) year.
- The skip must be placed at a place/area as indicated by a Transnet Freight Rail representative at the applicable site/depot.
- No payment will be made without the delivery note, signed by a Transnet Freight Rail representative as proof that the container for that site has been emptied.
- The successful service provider to provide plastic bags for the disposal of paper in order to avoid the paper being blown around the area whilst waiting for collection of skip bin.

**COMPLIANCE WITH STATUTES:**

All practices regarding this Contract shall comply with all relevant legislation.

"PREVIEW COPY ONLY"



**RFQ NUMBER CRAC-VAR-16036**

**PROVISION OF WASTE MANAGEMENT SERVICES FOR DOMESTIC WASTE FOR TRANSNET FREIGHT RAIL FOR THE PERIOD OF FOUR MONTHS.**

The compliance is to contain only the following statement Noted, Comply, partial Comply or Do not comply

When non-compliance is applied, remarks as to the reason for the deviation from the requirement are required.

DISCRIPTION	COMPLY	NON-COMPLIANCE (REASON)
1.1		
1.2		
1.3		
1.4		
1.5		
2.1		
2.2		
2.3		
3.1		
3.2		
3.3		
3.4		
4.1		
4.2		
4.3		
4.4		
5.1		
5.2		
5.3		
6.1		
6.2		
6.3		
6.4		
6.5		
7.1		
7.2		
7.3		
7.4		
7.5		

7.6		
7.7		
7.8		
7.9		
7.10		
7.11		

**"PREVIEW COPY ONLY"**



<ul style="list-style-type: none"> <li>- Are Risk Assessments conducted and appropriate techniques used?</li> <li>- If yes provide details</li> </ul>		
<b>3. SHE Training</b>		
Describe briefly how health and safety training is conducted in your company:		
<ul style="list-style-type: none"> <li>- Is a record maintained of all training and induction programs undertaken for employees in your company?</li> <li>- If yes provide examples of safety training records</li> </ul>		
<b>4. SHE Workplace Inspection</b>		
<ul style="list-style-type: none"> <li>- Are regular health and safety inspections at worksites undertaken?</li> <li>-If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li>- Is there a procedure by which employees can report hazards at workplaces?</li> <li>- If yes provide details</li> </ul>		
<b>5. SHE Consultation</b>		
<ul style="list-style-type: none"> <li>- Is there a workplace SHE committee?</li> </ul>		
<ul style="list-style-type: none"> <li>- Are employees involved in decision making over SHE matters?</li> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li>- Are there appointed SHE representatives?</li> <li>- Comments</li> </ul>		
<b>6. SHE Performance Monitoring</b>		
<ul style="list-style-type: none"> <li>- Is there a system for recording and analysing health and safety performance statistics including injuries and incidents?</li> <li>- If yes provide details</li> </ul>		
<ul style="list-style-type: none"> <li>- Are employees regularly provided with information on company health and safety performance?</li> <li>- If yes provide details</li> </ul>		
Is company registered with workmen's compensation and up		



<p><b>- Are Risk Assessments conducted and appropriate techniques used?</b></p> <p>- If yes provide details</p>		
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<p><b>Is company registered with workmen's compensation and up</b></p>		