

# RFQ / TENDER

Tender No: CRAC-16216

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:  
K63/6000609913

Deliver to:  
TFR Head Office  
Supply Chain Services  
2000 Johannesburg

Closing Date :15.12.2014  
Validity Date :31.03.2015  
RFQ No :6000609913  
End of validity :31.03.2015

PROVISION OF WASTE MANAGEMENT SERVICES FOR SENTRARAND, ELANDSFONTEIN, ISANDO AND KAALFONTEIN DE VRIJ.

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 LEANDRIA DE JAGER TEL 011 773 2047 / 083 276 2596

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: .....

**"PREVIEW COPY ONLY"**

# RFQ / TENDER

Tender No: CRAC-16216  
Date : 08.12.2014

Page  
2

BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT

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 CS 15 (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.

**"PREVIEW COPY ONLY"**

DATE: .....

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

# RFQ / TENDER

Tender No: CRAC-16216 Page  
Date : 08.12.2014 3

BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT

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 each 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

DATE: .....

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

# RFQ / TENDER

**Tender No:** CRAC-16216 **Page**  
**Date** : 08.12.2014 **4**

BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT

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 BBEE 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 BBEE 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 BBEE.

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 2008.

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

## CONDITIONS:

This quotation is subject to the provision 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 Section 24 & 25 of National Environment Act

Letter of Good Standing

SHE Management Questionnaire

Prequalifying Criteria

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

DATE: .....

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

# RFQ / TENDER

Tender No: CRAC-16216  
Date : 08.12.2014

Page  
5

BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT

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).

**"PREVIEW COPY ONLY"**

DATE: .....

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

# RFQ / TENDER

Tender No: CRAC-16216 Page  
Date : 08.12.2014 6

BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT

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 CONTRIVENED 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	waste management	various stations

R.....  
Activity

Delivery Date: 31.03.2015

FULL DETAILS OF DESCRIPTION

**"PREVIEW COPY ONLY"**

DATE: .....

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

# RFQ / TENDER

Tender No: CRAC-16216  
Date : 08.12.2014

Page  
7

BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT

### 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: .....

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

# RFQ / TENDER

Tender No: CRAC-16216  
Date : 08.12.2014

Page  
8

BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT

.....  
\* 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: .....%.

DATE: .....

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





**RFQ NUMBER CRAC-STQ-16216**

**PROVISION OF WASTE MANAGEMENT SERVICES AT SENTRARAND, ELANDSFONTEIN, ISANDO AND KAALFONTEIN FOR THE PERIOD OF THREE 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		
2.1		
3.1		
3.2		
4.1		
4.2		
5.1		
6.1		
6.2		
6.3		
6.4		
6.5		
6.6		
7.1		

**SPECIFICATION FOR  
WASTE MANAGEMENT**



**STATION:** Sentrarand  
**DEPOT:** Infrastructure Mechanical  
**CONTACT DETAILS:** Jakobus Klaassen  
011 960-2464  
**FREQUENCY** To be lifted 2 times a month  
Any queries concerning work, please contact above person

**STATION:** Sentrarand  
**DEPOT:** Signals  
**CONTACT DETAILS:** Johan Schultz  
011 960-2049 / 083 253 7355  
**FREQUENCY** To be lifted 2 times a month  
Any queries concerning work, please contact above person

**STATION:** Sentrarand  
**DEPOT:** Telecomms  
**CONTACT DETAILS:** Albert Mahlaule  
011 960-2459 / 083 447 2847  
**FREQUENCY** To be lifted 1 times a month  
Any queries concerning work, please contact above person

**STATION:** Elandsfontein  
**DEPOT:** Telecomms  
**CONTACT DETAILS:** Albert Mahlaule  
011 960-2459 / 083 447 2847  
**FREQUENCY** To be lifted 2 times a month  
Any queries concerning work, please contact above person


**STATION:** Sentrarand  
**DEPOT:** Perway / Electrical depot  
**CONTACT DETAILS:** Chokoe Kgobe / Musa Masindi  
0833084794 / 083 277 9775 / 083 2728478

**"PREVIEW COPY ONLY"**

FREQUENCY → To be lifted 2 times a month  
Any queries concerning work, please contact above person

**"PREVIEW COPY ONLY"**

STATION: Sentrarand  
DEPOT: **Marshalling Yard**  
CONTACT Mxolisi Mbatha  
DETAILS: 011 960-2456  
FREQUENCY  To be lifted 2 times a month  
Any queries concerning work, please contact above person

STATION: Sentrarand  
DEPOT: **Loco (oorstaan)**  
CONTACT Sibongile Njiyela  
DETAILS: 083 442 6634  
FREQUENCY  To be lifted 2 times a month  
Any queries concerning work, please contact above person

STATION: Sentrarand  
DEPOT: **Admin**  
CONTACT Marietjie Mallett  
DETAILS: 011 960 2420  
FREQUENCY  To be lifted 2 times a month  
Any queries concerning work, please contact above person

STATION: Sentrarand  
DEPOT: **Diesel Loco**  
CONTACT Sibongile Njiyela  
DETAILS: 083 442 6634  
FREQUENCY  To be lifted 2 times a month  
Any queries concerning work, please contact above person

STATION: Elandsfontein  
DEPOT: **Marshalling Yard**  
CONTACT Magdalene Jansen van Vuuren  
DETAILS: 011 570-7511  
FREQUENCY  To be lifted 2 times a month  
Any queries concerning work, please contact above person

STATION: Elandsfontein  
DEPOT: **Infrastructure**

**CONTACT** Molefi Moeketsane  
**DETAILS:** 011 570-7070

**FREQUENCY** → To be lifted 1 times a month  
Any queries concerning work, please contact above person

**STATION:** Isando

**DEPOT:** Amin building

**CONTACT** Mandy Nienaber  
**DETAILS:** 011 570-7417

**FREQUENCY** → To be lifted 2 times a month  
Any queries concerning work, please contact above person

**STATION:** Kaalfontein

**DEPOT:** Terminals

**CONTACT** Hamilton Manana  
**DETAILS:** 011 929-1426

**FREQUENCY** → To be lifted 2 times a month  
Any queries concerning work, please contact above person

**"PREVIEW COPY ONLY"**

## 1. SCOPE OF WORK

- 1.1 Removal and disposal of general waste in a licensed waste disposal site
- 1.2 6 cubic meters bins (preferably in on colour - "Green" for general waste)

## 2. REQUIREMENTS

- 2.1 Registration in terms of Section (24) and (25) of the National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008)

## 3. RESPONSIBILITY OR KEY ACCOUNTABILITIES

- 3.1 To provide the amount of waste that is removed from site
- 3.2 To provide waste disposal certificates  
(The amount of waste, in kg/tons, shall be indicated in the Transnet Freight Rail's Waste Removal Record document)

## 4. UNIFORM CLOTHING

- 4.1 The Contractor shall at all times ensure that all staff has been provided with all necessary protective clothing, e.g. gloves, shoes, masks, etc.
- 4.2 All staff to be identifiable with (visible) identification at all times

## 5. TERMS OF CONTRACT

- 5.1 1 January 2014 - 31 March 2015

## 6. PAYMENT

### ACCREDITED BEE SUPPLIERS

The following payment terms shall apply:

- 6.1 All suppliers shall be paid within 30 days from date/receipt of invoice by accounting office, following acceptance of services by Transnet Freight Rail, provided normal procurement procedures have been followed. All suppliers must submit their BBBEE Certificate.
- 6.2 Payment will be calculated from the 1st of the month to the 30/31st of the month.
- 6.3 In the event of non-performance, payment will be withheld / deducted
- 6.4 Signed register of worked performed to be submitted with the invoice.  
Note that the invoice should indicate the depot in which the service was provided
- 6.5 Register to be signed by Supervisor of the specific area.
- 6.6 Invoice to be signed by the relevant Manager to indicate that the work was performed to satisfaction before submitting for payment.  
Supply the signatory name, telephone number and pension number

## 7. BREACH OF CONTRACT

7.1 Transnet Freight Rail will be allowed to terminate the contract by giving 30 days notice should the service not be according to specification and to the client's full satisfaction. This will include non-conformance to all Health and Safety Standards as required by Transnet Freight Rail.



**Tenderer SHE Management System Questionnaire**

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

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

The information provided in this questionnaire is an accurate summary of the company's SHE management system.		
Company Name:		
Signed:	Name:	
Position:	Date:	
Tender Description:		
Tender Number:		
<b>Tenderer SHE Management System Questionnaire</b>	<b>Yes</b>	<b>No</b>
<b>1. SHE Policy and Management</b>		
- <b>Is there a written company SHE policy?</b> - If yes provide a copy of the policy (ANNEXURE #)		
- <b>Does the company have an SHE Management system e.g NOSA, OHS 18, TRCA System etc</b> - If yes provide details		
- <b>Is there a company SHE Management System, procedures manual or plan?</b> - If yes provide a copy of the content page(s)		
- <b>Are the SHE responsibilities clearly identified for all levels of Management and employees?</b> - If yes provide details		
<b>2. Safe Work Practices and Procedures</b>		
- <b>Are safe operating procedures or specific safety instructions relevant to its operations available?</b> - If yes provide a summary listing of procedures or instructions		
- <b>Is there a SHE incident register?</b> If yes provide a copy		



<p><b>- Are Risk Assessments conducted and appropriate techniques used?</b></p> <p>- If yes provide details</p>		
<b>3. SHE Training</b>		
<p><b>Describe briefly how health and safety training is conducted in your company:</b></p>		
<p><b>- Is a record maintained of all training and induction programs undertaken for employees in your company?</b></p> <p>- If yes provide examples of safety training records</p>		
<b>4. SHE Workplace Inspection</b>		
<p><b>- Are regular health and safety inspections at worksites undertaken?</b></p> <p>-If yes provide details</p>		
<p><b>- Is there a procedure by which employees can report hazards at workplaces?</b></p> <p>- If yes provide details</p>		
<b>5. SHE Consultation</b>		
<p><b>- Is there a workplace SHE committee?</b></p>		
<p><b>- Are employees involved in decision making over SHE matters?</b></p> <p>- If yes provide details</p>		
<p><b>- Are there appointed SHE representatives?</b></p> <p>- Comments</p>		
<b>6. SHE Performance Monitoring</b>		
<p><b>- Is there a system for recording and analysing health and safety performance statistics including injuries and incidents?</b></p> <p>- If yes provide details</p>		
<p><b>- Are employees regularly provided with information on company health and safety performance?</b></p> <p>- If yes provide details</p>		
<p><b>Is company registered with workmen's compensation and up</b></p>		





<p><b>to date?</b></p> <p>- If yes provide proof of letter of good standing</p>		
<p><b>- Has the company been fined or convicted of an occupational health and safety offence?</b></p> <p>- If yes provide details</p>		

**Safety Performance Report**

**Monthly DIFR for previous months**

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

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

=====

Signed  
(Tenderer)