

**TRANSNET FREIGHT RAIL**

**An Operating Division of**

**TRANSNET SOC LIMITED  
(Registration No. 1990/000900/30)**

**REQUEST FOR PROPOSAL (“RFQ”)**

**RFQ NUMBER ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT**

**ISSUE DATE : 14 AUGUST 2012**  
**CLOSING DATE : 11 SEPTEMBER 2012**  
**CLOSING TIME : 10H00**  
**OPTION DATE : 12 WEEKS**

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

\_\_\_\_\_  
Respondent's Signature

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\_\_\_\_\_  
Date and Company Stamp

**RFQ NUMBER ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT**

**SCHEDULE OF DOCUMENTS**

**Section**

1. **Notice to Bidders**
2. **Background, Overview and Scope of Requirements**
3. **Proposal 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 RFQ Briefing**
10. **Schedule of Plant**
11. **E4B – Minimum Communal Health Requirements**
12. **E4E - Safety arrangements and Procedural compliance**
13. **Suppliers Code of Conduct**
14. **Non-Disclosure Agreement**
15. **Tender safety clauses and questionnaire**
16. **Supplier declaration form**

**“PREVIEW COPY ONLY”**

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Respondent's Signature

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## SECTION 1

### RFQ NUMBER ERAC-NS0296 9028

#### RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT

#### NOTICE TO BIDDERS

1. Proposals 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 **14 August 2012** the RFQ documents may be inspected at, and are obtainable from the office of Transnet Freight Rail 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; **ERAC-NS0296-9028** and the Company Name. Receipt/s to be presented prior to collection of the RFQ/s.

NOTE 1.1 This amount is not refundable. RFQ documents will only be available until **15h00 on Wednesday, 22<sup>nd</sup> August 2012**.

2. A compulsory clarification/site meeting with representatives of the Employer will take place on **Thursday, 23<sup>rd</sup> August 2012, at 10h00. Meeting place: Infra depot, Nelspruit.** (contact person: Arinao Nembilwi cell .No. on **072 475 0042**).

**NOTE: (Very Important)**

- Respondents failing to attend the compulsory briefing session/site meeting 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.
- As the site meeting will be held in an operational area of Transnet, all people entering the premises may be subjected to a substance abuse test. This is a standard operational requirement for TFR, when entering any operational area in order that TFR may address the risk of injury. Any person that fails such test will not be permitted to enter the premises and thereby forfeits rights to be allowed access to the briefing session and will subsequently not be permitted to submit a bid for the tender.
- 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 : Nico Swart  
Division : Transnet Freight Rail, (SCS) Procurement  
Email : [Nico.swart3@transnet.net](mailto:Nico.swart3@transnet.net)

3. Quotations **in DUPLICATE** must reach The Secretary, 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	: ERAC-NS0296 9028
Description :	RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT
Closing date and time	: 11 September 2011 at 10h00.
Closing address	: (refer options paragraph 4 below)

4. DELIVERY INSTRUCTIONS FOR THIS RFQ

- 4.1 **If posted**, the envelope must be addressed to The Secretary, 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 Acquisition Council tender box which is located in the foyer on the ground floor, Inyanda House 1, 21 Wellington Road, Parktown, Johannesburg and addressed as follows:

THE SECRETARY  
TRANSNET ACQUISITION COUNCIL  
GROUND FLOOR  
TENDER BOX  
INYANDA HOUSE 1  
21 WELLINGTON ROAD  
PARKTOWN  
JOHANNESBURG  
2001

The measurements of the "tender 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

tender 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 Secretary, Transnet Acquisition Freight Rail and a signature obtained from that Office.

<p><b>THE SECRETARY TRANSNET ACQUISITION COUNCIL INYANDA HOUSE 1 21 WELLINGTON ROAD PARKTOWN JOHANNESBURG 2001</b></p>
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5. **Please note that this RFQ closes punctually at 10:00 on Tuesday, 11 September 2012.**
6. If responses are not posted or delivered as stipulated herein, such responses will not be considered and will be treated as "UNRESPONSIVE".
7. **NO EMAIL OR FACSIMILE RESPONSES WILL BE CONSIDERED.**
8. The responses to this RFQ will be opened as soon as practicable after the expiry of the time advertised for receiving them.
9. 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.
10. 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
11. 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 RFQ 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 BBEE 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 BBEE 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)**.

BBEE 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.

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 BBEE scorecard
- Enterprises to provide BBEE 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 BBEE scorecard
- Enterprises to provide BBEE 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% BBEE recognition
- Black ownership >50% or Black Women ownership >30% automatically qualify as Level 3 BBEE, i.e. 110% BBEE 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 BBEE companies, must state in their RFQs 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 sub-Contractor(s), as well as a breakdown of the distribution of the aforementioned percentage must also be furnished with the RFQ response to enable Transnet to evaluate / adjudicate all RFQs 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><b>Turnover:</b> 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.**

<p><b>DTI BBBEE UNIQUE PROFILE NUMBER:</b></p> <p>.....</p>
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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 Secretary of the TRANSNET 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.

### 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 Rand (ZAR).
- 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 RFQs 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
- make no award of a contract
- preference will be given to locally based suppliers

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 REGISTERED ADDRESS :

.....  
.....

Respondent's contact person:

Name.....

Designation.....

Telephone.....

Phone..... Cell.....

Facsimile.....

Email.....

Website.....

**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**

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Respondent's Signature

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Date and Company Stamp

**TRANSNET FREIGHT RAIL  
A DIVISION OF TRANSNET SOC LIMITED**

**SECTION 2**

**RFQ NUMBER ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT**

**TABLE OF CONTENTS**

- 1 **SCOPE OF WORKS:**  
This contract covers the repairs and renovation of the security office (02AH111P) at Nelspruit.
- 2 **DURATION OF CONTRACT:**  
This contract will be for the period as stated on the quotation form and commencing on the date of notification of acceptance of tender with Transnet Freight Rail.
- 2.1 **DELEGATION OF TECHNICAL OFFICER POWERS:**  
The Manager in charge may delegate in writing to any deputy or other person any of his powers or function under the contract.
- 2.2 **CONTRACTOR'S SUPERVISION:**  
The Contractor shall exercise supervision over the works at all times during the hours of work or shall be represented by an agent having full power and authority to act on his behalf.
- 2.3 **HOURS OF WORK:**  
The Contractor shall confine his work to normal working hours except when work outside these hours is permitted by the Manager in charge at the Contractor's request or ordered by the Manager in charge.
- 2.4 **TO BE PROVIDED BY THE CONTRACTOR:**  
The successful respondent will provide the necessary tools and equipment to execute the work to the satisfaction of the Manager/Technical officer from Transnet Freight Rail.  
  
All respondents to state, separately for each action of the work to be done, the amount of workers that will be on site.
- 2.5 **PERFORMANCE MONITORING AND EVALUATION:**  
The service provider(s) shall at all times be responsible for supervision of work and for follow up inspections to monitor the successful service rendered. He/she shall immediately take appropriate remedial action in areas where the specified standards of control are not achieved.

The Manager (or his deputy) shall at any time during the contract period carry out inspections of the service provider (s) performance methods and procedures.

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Respondent's Signature

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Date and Company Stamp

## 2.6 MEASUREMENT AND PAYMENT:

- Payment will be done in terms of clause 10.4 of the standard terms and conditions of US7 ~services.
- Payment will be done after receiving the tax invoice and a full detail list of all work done during that period. The Manager in charge from Transnet Freight Rail will certify on the invoice that all work was done according to the contract.
- Any work specified in the contract that needs to be done in the last month of the contract before the contract expires, have not been done, then no payment will be made for any work that was done during the last month, until such work has been done.
- Payment terms of Transnet Freight Rail is 30 days from month end statement.

## 2.7 SCHEDULE OF PRICES

- The quantities in the schedule of prices are estimated and may be more or less than stated.
- The short descriptions of the items in the schedule are for identification purposes only. The US 7 & CSS5 the Special Conditions of Contract and Specifications shall be read in conjunction with the Schedule. In so far as these documents have any bearing, they shall be referred to for details of the description, quality, and test of plant and material used, and the workmanship, conditions, obligations, liabilities and instructions generally which shall be complied with in carrying out the Agreement. The cost of complying with all conditions, obligations and liabilities described in the Agreement documents including profit, shall be deemed to be included in the rates quoted by the Supplier.

## 2.8 AGREEMENT PRICE AND ADJUSTMENT FACTOR

- No price adjustment will be applicable in this Agreement. Any price increase due to escalation will be for the Supplier account and any price decrease will be to his/her benefit.

## 2.9 VALUE-ADDED TAX

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

## 2.10 SITE MEETINGS

- The Supplier shall attend site meetings when required. These meetings will be held under the chairmanship of the Technical Officer or his/her deputy. When Sub-contractors are required to attend, the Supplier shall ensure their attendance.

## 2.11 SITE BOOKS

- The Supplier shall provide a site instruction book and a daily diary at the site as directed by the Technical Officer for the duration of the Agreement.
- The site instruction book shall only be used by the Technical Officer or his/her deputy and will be used for the issuing of instructions to the Supplier.

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Respondent's Signature

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Date and Company Stamp

- The Supplier shall complete the daily diary and a detailed description of the work done shall be recorded on a daily basis. Neither of the books shall be removed from the site without the permission of the Technical Officer or his/her deputy.

#### 2.11 PROTECTIVE CLOTHING

- Protective clothing according to Safety Code should be wear at all times in Transnet Freight Rail operational areas whenever executing services to fulfil contract obligations.

#### 2.12 SAFETY INDUCTION COURSE

- A compulsory safety induction course will be held before the commencement of this agreement and all the personnel of the Supplier must attend the training. (Where applicable)

#### 2.14 SERVICE LEVELS

- The Parties hereto agree to adhere to the following criteria in terms of acceptable Service levels to be provided by the Supplier for the duration of this Agreement  
The Supplier shall -
  - provide a detailed implementation plan to Transnet Freight Rail, which is to include, *inter alia*, time lines, check points and defined responsibilities for the Parties; and
  - Maintain a site book per the various centers which will be signed off by the Client employee and the Supplier
  - provide a contact number for customer which will be available 24 hours a day.
  - The Parties will hold quarterly reviews, such meetings to be arranged and minutes recorded by Transnet Freight Rail.
  - Failure of the Supplier to comply with the stated Service level requirements in this clause 12 gives Transnet the right to enforce its penalty regime as listed in clause 2.15 below.

#### 2.15 PENALTIES

- The Client shall be entitled to impose/levy penalties against the Supplier should the Supplier be in breach of certain provisions of this Agreement. Such penalties shall be deducted from the monthly amount due to the Supplier by the Client, after the Supplier has been notified of such penalties
- Any penalty imposed in terms of this clause shall be offset against the invoiced (vat able) amount, as declared in the Supplier's Tax Invoice, to which the penalty has attached, and the VAT payable by the Client to the Supplier shall be calculated on the invoiced amount less the service-related penalty imposed.
- If the completion date of the contract is exceeded the Contractor will pay to Transnet penalties in terms of the conventional Penalties Act of 1962 (as amended) an amount of R150.00 per day for each day of the exceeded time after expiry of the completion date.

#### 3.0 SPECIAL CONDITIONS

- The Contractor shall supply all the materials required to perform the works.

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Respondent's Signature

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- The Contractor shall be responsible for the safe-keeping of all his/her material and equipment. Transnet (Infra) shall not be responsible for any losses or damages to the material and equipment.
- All work shall be carried out in a neat and orderly manner to the satisfaction of the Manager in charge of this project. The appointed Electrical Officer (Contracts) will be responsible for the safety on site. (Where applicable.) The Contractor shall be responsible for the safety of his personnel.
- The Contractor shall ensure that the site is left in a neat and tidy condition on a daily basis and after the completion of the works. After completion of works, the Contractor shall be responsible for the removal of all unused material from the site.
- All electrical installations to be done in accordance with specification BBD 8210 version 1 – Specification for works on, over, under or adjacent to railway lines and near high voltage equipment. (Where applicable.)
- The tendered price for the above works must include the costs of all material and labour necessary for the proper execution of all works in every aspect.
- The Contractor shall supply a Site diary and Site instruction book in triplicate. These books shall remain on site at all times.
- No sub-Contractors will be allowed on site without prior permission from the Manager in charge.

3.1 **WORKS INFORMATION**

MAINTENANCE STANDARDS PROPERTY MANAGEMENT TECHNICAL

Item	Material description
<b>CIVIL</b>	
Make and fit asset sign on building	Chromadek plate 300mm long x 60mm high. Arial black 40mm high. Royal blue vinyl
Paint ceiling	Two coats DURA 65 WHITE,
Paint cornices and cover strips	Two coats DURA 65 WHITE,
Suspended ceiling	Don Shield SUSPENDED ceiling,
Acoustic tiles	SUPPLIED ON SPECIAL REQUEST.
Wall paint (inside) *	Paint walls two coats Dulux Wash N Wear Silk, Barely Beige code - 3H1-1 paint windows one coat

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	white universal under coat and two coats Dulux Pearlglø Lockness code - 3L1-5 Paint door frames one coat white Dulux universal under coat and two coats Dulux Pearlglø Lockness code - 3L1-5 (windows int. and ext., door frames and doors included) (Wash walls with heavy duty detergent. Use 100 grid to sand paper walls, dust thoroughly, and apply crack filler, sand paper again. Dust walls) Paint windows
Wall Tiles	Johnson's GWC-4 200mm x 200mm Gloss white wall tiles available from Tile Africa fixed with TAL professional adhesive and flush pointed with TAL Super white fine grout.
Wall paint ( inside)	Painted surface (ENAMEL) - Two coats Dura 65 white. Two coats Dulux eggshell enamel, Barely Beige code 3H1-1. (Wash walls with heavy duty detergent. Use 100Grid to sand paper walls, dust thoroughly, and apply crack filler, sand paper again. Dust walls)
Wall paint(external)(Painted)	Painted surface (PVA or 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 3HI-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	Lay 600mm x 600mm, LS (LX) Super White Nano porcelain floor tiles, (code FL1216.) Apply super bond adhesive Pro-grip (EZAD103) with Pro-grip water proof grout (EZGR559) and 100mm tiled skirting (similar to floor tiles) with plastic edge cover strip to match floor tile. Tiles obtainable at CTM store.
Floor tiles	Remove Marley tiles or carpets, chip floor, chipping 50mm apart, apply Pro Grip base coat to floor. Lay porcelain floor tiles Tecnica N 300mm x 300mm, provide 100mm skirting with half round beading available at Tile Africa
Carpets	FINISH A NEXUS CARPET. RANGE WESTMINSTER. Colour - COAL CITY. FINISH B-NEXUS CARPET. RANGE; WESTMINSTER. Colour BLACK CITY. FINISH C-NEXUS CARPET. RANGE; WESTMINSTER. Colour BERRY.

Respondent's Signature

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Carpets	FINISH A --BERBERPOINT 920 NexBac colour CHARCOAL size.500mm x 500mm FINISH B -- BERBERPOINT 920 NexBac colour. SENEGAL size.500mm x 500mm FINISH C - BERBERPOINT 920 NexBac colour. LAVA size.500mm x 500mm.
Paint Floor	Paint Floor one coat APOXY floor paint; colour; DARK GREY.
Wood skirtings (painted)	Skirting sanded, one coat Pink primer, two coats Dulux code 3H1-1 colour Barley Beige.
Tiled skirtings	100mm tiled skirting (similar to floor tiles) with white plastic edge cover strip
Skirting-	75mm ANODIZED ALUMINIUM SKIRTING AROUND COLUMNS AND ON NEW DRYWALL PARTITIONING.
Door to toilet cubicle.	Indicator lock to door (chrome finish)
Skirting (wood)	19mm x 75mm maranti skirting. Sand and apply two coats Dulux Woodgard 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	Aluminium Pivot obscure safety glass
Shower P - trap	Brass deep seal with chrome grid
WHB	450mm x 530mm Vaal porcelain on wall mounted fixing brackets, with chrome outlet, plug and chain. Cobra heavy duty pillar taps star type.
WHB	420mm x 340mm x 185mm Oval A basin from FRANKE - FSA Code - 357456, with chrome outlet, plugs and chain.
Mirror	450mm x 600mm silver mirror, mounted flush with tiles using double sided tape above wash hand basins 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 Lavetera with Flush Master
Urinal (wall mounted)	305mm X 245mm X 420mm Barron Bowl urinal Model TE top entry flush - FSA CODE- 333250

Respondent's Signature

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Bathroom extractor fan	300mm Expel air.
Kitchen Cabinet complete	1200mm steel cabinet unit with hinged doors and s/s sink.
Kitchen Cabinet complete	Kombo1800. Above full length of sink provide two rows of 300mm X 300mm ceramic wall tiles from Ferreira's code- ARC 0162 JC colour - white as splash-back. (Seal unit to tiles with clear silicon sealant.
Kitchen cupboards and sink	Cherry wood melamine with double drop- in -sink and grey/pink granite top and back splash. Bottom skirting to be manufactured from a waterproof material.
Taps kitchen	Cobra mixer-- star type
Wall tiles above sink	150mm x 150mm white Johnson with 3mm spacing, white grout filling
Sink P - trap	PVC bottle trap
Pressure control valve	Cobra 600Kpa with close off valve
Waste pipes	Dia 40mm to 50mm PVC colour WHITE.
Sewer pipes	Dia 100mm PVC above ground, heavy duty coloured underground
Fit new gutters and down pipes	Fit white Chromadek continuous gutters 125mm x 80mm. Fit white Chromadek down pipes 100mm x 75mm
Paint purling/rafters/sprocket ends	Painted surface - Dulux universal white undercoat. Primer on wood/steel - Pink primer (wood) NS4 (steel). 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 -colour white. Fascia boards two coats Dulux Dura 65
Painting new gutters/down pipes.	Wash with "Spick and Span gal. 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-colour white.
Roof	Primer - NS4 grey ( GI roofs only) Two coats cottage white heat reflective paint Dulux Roof Guard
Window sills and plinths	Painted surface - Two coats Dura 65 white. two coats Weather guard, Barely Beige code3H1-1.
Veranda floor paint	Dulux stoop red
Window frames inside/outside	(Painted) One coat white universal under coat and two coats Dulux Pearl glo Lockness code - 3L1-5 Paint burglar bars one coat universal undercoat,

Respondent's Signature

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	one coat Dulux high gloss enamel. colour -white
Door frames inside/outside	Paint door frames one coat white Dulux universal under coat and two coats Dulux Pearl glo 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)	Paint doors two sides, one coat white universal under coat and two coats Dulux Pearl glo Lockness code - 3L1-5
Doors( outside)	Paint doors two sides, one coat white universal under coat and two coats Dulux Pearl glo Lockness code - 3L1-5.
Outside pipes paint all dia.	One coat white universal undercoat and two coats Dulux Pearl glo Lockness code - 3L1-5
Door closer	Dorma TS68 (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 2m to building
Symbolic signage	Standard symbolic safety signs to be fitted/displayed, e.g. smoking areas male/female toilets, reception, boardrooms, escape routes, fire fighting equipment fire hydrants etc.
Plant trees	Plant trees suitable to area, 3m away from building. one tree per building
<b>ELECTRICAL</b>	
Wall plugs.	Crabtree Flush/Surface mounted 16A three pin
Light switches.	Crabtree Flush/Surface mounted 5A three pin

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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 Luminaries Slim line PVC
Light Fittings	2D / 16W Energy Saving Luminaries 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	Kwik Boil from Kwikot 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	LG Split Unit / Window (Heating & Cooling)
Air conditioners	LG Gazette / Under Ceiling (Heating & Cooling)
Distribution Boards	Heinemann MCB's, E/L Relays, Isolators, Lightning Arresters, Timers, etc.

### 3.2 Renovate security office at Nelspruit

- 3.2.1 Remove vertical blinds and fit new blinds colour- Plain Fawn with aluminium top rail. Blinds inside window recesses.
- 3.2.2 Remove cornice and replace with 76mm rhino.
- 3.2.3 Replace mortice lock 2 lever in all three doors.
- 3.2.4 Paint ceiling two coats DURA 65 WHITE.
- 3.2.5 Paint walls two coats Dulux Wash N Wear Silk, Barely Beige code - 3H1-1.

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- 3.2.6 Paint windows one coat white universal under coat and two coats Dulux Pearl glo Lockness code - 3L1-5(interior and exterior).
- 3.2.7 Paint door frames and doors one coat white Dulux universal under coat and two coats Dulux Pearl glo Lockness code - 3L1-5.
- 3.2.8 Replace and reposition fluorescent lights, supply, wire and install 4FT TPA open double channel luminaries complete with OSRAM tubes and electronic switch gear and crab tree light switch in the dry wall for each room.
- 3.2.9 Strip out wooden skirting, supply and install aluminum o-liner double channel skirting -Easter oak complete with end caps.
- 3.2.10 Supply and install crab tree double socket wall plugs 3 in each room, connected directly from the DB 2 in aluminum power skirting and one in the dry wall in both rooms.
- 3.2.11 Supply and install dedicated single socket wall plugs in aluminum power skirting.
- 3.2.12 Sand door and apply two coats clear varnish (satin) finish.
- 3.2.13 Varnish fan light frames. Sand and apply two coats Dulux Woodgard timber varnish.
- 3.2.14 Erect dry wall partition with aluminum skirting and provide cornice 76mm rhino both sides (Divide and partition the office using dry wall).
- 3.2.15 Sand and apply two coats Dulux Woodgard timber varnish.

#### 4.0 QUALITY CONTROL

A Transnet representative in conjunction with the Contractor will determine the workload in advance. The Manager / Supervisor will be responsible for the acceptance of the completed work as well as for the approval of the quality of the performed work.

Work not conforming to the Standard Specification will be rejected and recorded in the site inspection book. Repair of work will be for the account of the Contractor. He will indicate in the site instruction book when these works will be repaired in order for the necessary work permits to be arranged (if applicable) by the Manager in charge. In the event of the Contractor being delayed while doing repair work to substandard work, no claim for standing time will be accepted.

#### 5.0 SAFETY

The Contractor shall ensure that a competent Supervisor oversees the safe running and completion of works and related activities. The Contractor shall be responsible in adhering to the safety clauses of ACT 85 of 1993 as applicable on type of work performed. The Contractor shall issue all its workers with the necessary protective clothing applicable to the type of work performed.

#### 6.0 HANDING OVER OF WORKPLACES

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
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On completion of the works, the Contractor will hand the works area over to the Manager in terms of the relevant instructions. Handing over inspection will be convened on an ad-hoc basis as agreed by the Manager in charge and the Contractor. It is the duty of the Contractor to send a copy of the hand over certificate, which has been certified as correct by the Manager in charge, together with the relevant pages of the site dairy, to the office of the Manager, Technical (Property) Pretoria for the certification of the payment to be made.

7.0 GUARANTEE AND DEFECTS

- The Contractor shall guarantee the satisfactory operation of the works installed by him and accept liability for maker's defects which may appear in design, materials and workmanship.
- The guarantee period for all work performed shall expire after a period of 12 Months commencing on the date of completion of the contract or the date the work area was handed over to Property Technical whichever is the later.
- If Transnet Freight Rail staff has to perform emergency repairs on the affected equipment to ensure its proper operation during the guarantee period, the Contractor shall inspect such repairs to ascertain that the guarantee is not affected. If such repairs are covered by the guarantee, the Contractor shall reimburse Property Technical, Pretoria cost of material and labour.

8.0 Clause by clause statement of compliance to Section 2:

Clause	Comply	Does not comply	Reason for non-compliance
1			
2			
2.1			
2.2			
2.3			
2.4			
2.5			
2.6			
2.7			
2.8			
2.9			
2.10			
2.11			
2.12			
2.13			

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2.14			
2.15			
3			
3.1.1			
3.1.2			
3.2.1			
3.2.2			
3.2.3			
3.2.4			
3.2.5			
3.2.6			
3.2.7			
3.2.8			
3.2.9			
3.2.10			
3.2.11			
3.2.12			
3.2.13			
3.2.14			
3.2.15			
4.0			
5.0			
6.0			
7.0			

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Date and Company Stamp

**TRANSNET FREIGHT RAIL  
A DIVISION OF TRANSNET SOC LIMITED**

**RFQ NUMBER ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICES, 02AH111P AT NELSPRUIT**

**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. 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 RFQ, and shall thereby adhere to railway safety requirements and/or regulations. Permission for the engagement of a sub-contractor 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 sub-contractor to comply with the specified railway safety requirements and/or regulations. The Supplier and/or its sub-contractor 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		NO	
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**5. SERVICE LEVELS**

- Experienced national account representative/s to work with Transnet's sourcing/procurement department (no sales representatives are needed for individual department/locations). Additionally, there shall be a minimal number of people, fully informed and accountable for this agreement.
- Transnet will have quarterly reviews with the Supplier's account representative on an ongoing basis.
- Transnet reserves the right to request that any member of the Supplier's team involved on the Transnet account be replaced if deemed not to be adding value for Transnet
- Supplier guarantees that it will achieve a 95% service level on the following measures. If the Supplier does not achieve this level as an average over each

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date and Company Stamp

quarter, Transnet will receive a 1.5% rebate on quarterly fees payable in the next quarter:

- .....
- .....
- .....

Supplier must provide a toll-free number or alternative number for customer service calls.

- Failure of the Supplier to comply with stated service level requirements will give Transnet the right to cancel the contract in whole, without penalty, giving 30 (thirty) days' notice to the Supplier.

**Accepted:**

YES	
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NO	
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**6. CONTINUOUS IMPROVEMENT INITIATIVES AND VALUE ADD**

Respondents shall indicate whether they are committed to participate in the continuous improvement initiatives of TRANSNET to reduce the overall cost of transportation within South Africa during the duration of the contract.

**Accepted:**

YES	
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NO	
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If "yes", please specify.

Respondents must briefly describe their commitment to the continuous improvement initiatives and give examples of specific areas and strategies where cost reduction initiatives can be introduced. Specific areas and proposed potential savings percentages should be included. Additional information can be appended to the Respondent's Proposal if there is insufficient space available.

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Respondent's Signature

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Date and Company Stamp



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**7. 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:

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

(ii) continuity of provision of the Service(s):

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

(iii) compliance with the Occupational Health and Safety Act, 85 of 1993

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
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- Qualification – red seal electrical work
- Risk and safety plan
- Plant and equipment

**BBBEE**

- **BBBEE certificate and scorecard.**
- Business with >50% Black ownership
- Business with >30% Black Women Ownership
- Black people in Rural areas
- Business with local community

**10. DAMAGE TO TRANSNET SOC 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 SOC Limited Property by their servants or agents whilst upon Transnet SOC 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 SOC 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 cause by or arise out of the service.

**11. 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.

**12. ADDITIONAL INFORMATION REQUIRED**

**PLEASE COMPLETE** (Very important)(Compulsory to complete)

	YES	NO	%
Business with >50% Black ownership			
Business with >30% Black women Ownership			
Will make use of people in Rural areas			
Will make use of the local community			

\_\_\_\_\_  
 Respondent's Signature

\_\_\_\_\_  
 Date and Company Stamp

**SECTION 3**

**RFQ NUMBER ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT**

**PROPOSAL 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 authorised 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;
- (ii) General Tender Conditions, Form CSS5 – Services; and
- (iii) any other standard or special conditions mentioned and/or embodied in the Request for Proposal form; and;-

I/We accept that unless TRANSNET should otherwise decide and so inform me/us in the facsimile or letter of acceptance, this Proposal (and, if any, its covering letter and any subsequent exchange of

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date and Company Stamp

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 Proposal (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 Proposal, 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 Proposals afresh and/or having to accept any less favorable Proposal.

**I/We accept that any contract resulting from this offer will be for a period of \_\_\_\_\_ working days/weeks;** 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 Proposal being accepted and to act on their behalf in all matters relating to the contract.

Respondent to indicate *domicillium citandi et executandi* hereunder:

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#### 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 Proposal. Unsuccessful Respondents will be advised in writing of the name of the successful Supplier and the reason as to why their Proposals 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 3 (three) months** (from closing date) against this RFQ. It should be noted that Respondents may offer an earlier validity period, but that their Proposals 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).

The work will be completed in \_\_\_\_\_ working days/weeks (Mondays to Fridays, excl weekends and public holidays).

**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 Proposal.

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 Proposal is submitted.

- (i) Registration number of company / C.C. ....
- (ii) Registered name of company / C.C. ....

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date and Company Stamp

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

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

**REGISTRATION CERTIFICATE**

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

**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

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Indicate nature of relationship (if any):

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*(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.

**RETURNABLE DOCUMENTS**

Respondents are required to submit the following returnable documents with their responses (see tick):

Notice to Bidders – Section 1	√
Background overview – Section 2	√
Proposal Form – Section 3	√

\_\_\_\_\_  
 Respondent's Signature

\_\_\_\_\_  
 Date and Company Stamp



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 – Section 9	√
Schedule of Plant and Equipment – Section 10	√
E4B – Minimum Communal Health Requirements – Section 11	√
E4E – Safety arrangements and Procedural compliance – Section 12	√
E7/1 – Specification for works on, over, under or adjacent to railway lines and near high voltage equipment – Section 13	n/a
Supplier code of conducts – Section 14	√
Non-Disclosure Agreement – Section 15	√
Tender safety clauses and questionnaire – Section 16	√
Transnet Supplier Declaration Form – Section 17	√
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 Certificate 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	√
<b>Original or certified copy of SARS Tax Clearance Certificate and VAT registration certificate</b>	√
A Signed letter from the Auditor/Accountant confirming most recent annual turnover and percentage black ownership in the company AND/OR BBEE certificate and detailed scorecard from an accredited rating agency (ABVA Member)	√
Audited Financial statement for previous year	√
<b>BBEE Accreditation Certificate</b>	√
Letter of Good Standing with the Compensation Commissioner	√
Safety plan and Fall Protection Plan in accordance with the Construction Regulations of 2003 and Transnet's E4E	√
Environmental Management Plan	√

NOTE: Sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16 and 17, 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 SOC Limited will recognise no claim for relief based on an allegation that the Respondent overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or otherwise.

SIGNED a \_\_\_\_\_ this \_\_\_\_\_  
 day of \_\_\_\_\_ 2011.

\_\_\_\_\_  
 Respondent's Signature

\_\_\_\_\_  
 Date and Company Stamp

SIGNATURE OF WITNESSES:

ADDRESS OF WITNESSES:

1. \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE:

\_\_\_\_\_

NAME:

\_\_\_\_\_

DESIGNATION:

\_\_\_\_\_

“PREVIEW COPY ONLY”

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date and Company Stamp

**SECTION 4**

**RFQ NUMBER ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT**

**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 authorised to enter into, sign, execute and complete any documents relating to Tenders, Proposals 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 ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT**

**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 SOC 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 SOC 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 \_\_\_\_\_ 2011.

WITNESS : \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF RESPONDENT

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date and Company Stamp

**SECTION 6**

**RFQ NUMBER ERAC-NS0296 9028**

**RENOVATE SECURITY OFFICE, 02AH111P AT NELSPRUIT**

<b>SCHEDULE OF WORK AND PRICES</b>					
	<b><u>Nelspruit infra depot security office</u></b> <b><u>Asset no: 02AH111P</u></b>	<b><u>Qty</u></b>	<b><u>Unit</u></b>	<b><u>Price</u></b>	<b><u>Amount</u></b>
1	Remove vertical blinds and fit new blinds colour-Plain Fawn with aluminium top rail. Blinds inside window recesses 1.46m*1.51m	5	Ea.		
2	Remove carpets, chip floor, chipping 50mm apart, apply Pro-Grip base coat to floor. Lay porcelain floor tiles Tecnica N 300mm x 300mm, and 100mm tiled skirting (similar to floor tiles) with plastic edge cover strip to match floor tile	39.3	m <sup>2</sup>		
3	Paint ceiling two coats DURA 65 WHITE,	39.3	m <sup>2</sup>		
4	Paint window sill interior 2 coats Dura 65 white, 2 coats Weatherguard Barely beige code3H1-1.	5	Ea.		
5	Paint walls two coats Dulux Wash N Wear Silk, Barely Beige code - 3H1-1.	74.2	m <sup>2</sup>		
6	Vanish 19mm x 75mm maranti skirting. Sand and apply two coats Dulux Woodgard timber varnish.	17.8	m		
7	Erect dry wall partition with aluminum skirting and provide cornice 76mm Rhino both sides (Divide and partition the office using dry wall).	4.25	m		
8	Paint windows. One coat white universal under coat and two coats Dulux Pearl glo Lockness code - 3L1-5.	5	Ea.		
9	Paint door frames. One coat white Dulux universal under coat and two coats Dulux Pearl glo Lockness code - 3L1-5.	3	Ea.		

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10	Paint fan lights frames. One coat white Dulux universal under coat and two coats Dulux Pearlglø Lockness code - 3L1-5.	2	ea		
11	Vanish fan light frames. Sand and apply two coats Dulux Woodgard timber varnish.	3	Ea.		
12	Sand door and apply two coats clear varnish (satin) finish.	3	Ea.		
13	Supply, replace and install 2 leaver mortice lock.	3	Ea.		
14	Remove cornice and replace with 76mm rhino.	27	m.		
<b>Electricity</b>					
16	Strip out wooden skirting, supply and install O-line double channel power skirting, -Easter oak color complete with end caps.	1	sum		
17	Supply and install power skirting single normal socket outlets complete with covers in each room, (3 x per room) connected directly from the DB from 2 x 2,5KA 10Amp single phase circuit breakers and wired with 2,5mm 3 core surflex.	1	sum.		
18	Supply and install power skirting single dedicated socket outlets complete with covers in each room, (1 x per room) connected directly from the DB from 2 x 2,5KA 10Amp single phase circuit breakers and wired with 2,5mm 3 core surflex.	1	sum.		
19	Replace and reposition fluorescent lights, supply, wire and install 6 x 4FT TPA open double channel luminaries complete with OSRAM tubes and electronic switch gear and a CRABTREE single lever light switch complete with covers and wall boxes in the dry wall for each room.	1	sum.		

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	<u>GROSS TOTAL</u>	R _____
	<u>14% V.A.T.</u>	R _____
	<u>AMOUNT DUE</u>	R _____

“PREVIEW COPY ONLY”

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Respondent's Signature

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Date and Company Stamp