



KWAZULU-NATAL PROVINCE

PUBLIC WORKS
REPUBLIC OF SOUTH AFRICA

Directorate: ILEMBE DISTRICT OFFICE
1 SAUNDERS ROAD
KWADUKUZA
4449

ENQUIRIES: Ms. NH Sikhakhane
TELE.: 033 – 2603807
FAX.: 032-481 2935
Ref.: 059949

ADDENDUM NO1

**SERVICE: WIMS NO:059949 DEPT OF PUBLIC WORKS ILEMBE DISTRICT OFFICE:
RENDERING HYGIENE SERVICES**

This Addendum No.1 comprises a total of 10(Ten) pages, including this page

The amendments required to the contract documents are as follows:

Amendment No.	Amendments Required
1.	<p>The erratum was on page</p> <ul style="list-style-type: none">• Page 1 of 46• Page 2 of 46• Page 11 of 46• Page 13 of 46• Page 33 of 46• Section M

Non-acknowledgement of this addendum will lead to disqualification.

The acknowledgement of this addendum must only be submitted with the bid documents should you have any queries with regard to the above, please contact Ms. Sikhakhane

.....
Ms. Sikhakhane



KWAZULU-NATAL PROVINCE
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I/ We acknowledgement receipt of this addendum No.1 and have made alternative to our tender documents.

BIDDER

NAME OF SIGNATORY

DATE



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AMENDED PAGE



KWAZULU-NATAL PROVINCE

PUBLIC WORKS & INFRASTRUCTURE REPUBLIC OF SOUTH AFRICA

INVITATION TO QUOTE – 059949

Full Description: Appointment of a service provider for the Rendering of hygiene and cleaning services for the Department of Public Works, ILembe district office: 1 Saunders Street, KwaDukuza Central, KwaDukuza, 4450.

The Department reserves the right not to award to the lowest bidder

Qualifying Criteria

Phase 1: Administrative compliance

Correctness of bid documents

Compliance with bid regulations (registration with CSD and other prescripts requirements)

NB: Bidders are required to provide a valid certificate of registration in terms of the **Bargaining Council for Contract Cleaning Industry (BCCCI)**

Failure to meet the above prequalification will lead to immediate disqualification

Phase 2:

Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Applicable or Not Applicable	Number of points allocated (80/20 system) (To be completed by the organ of state)
"Ownership by Black People Documentary Proof Required: 1) Sworn Affidavit; signed and dated by Commissioner of Oaths	N/A	
"Ownership by People who are Youth Documentary Proof Required: 1) Certified copy of Identity Document/s 2) SANAS Approved B-BBEE Certificate		10

<p>"Ownership by People living with Disabilities</p> <p>Documentary Proof Required:</p> <p>1) Original or Certified copy of an original medical certificate from a registered medical practitioner</p> <p>2) Certified copy of Identity document/s"</p>	N/A	
<p>51% Ownership by People who are Military Veterans</p> <p>Documentary Proof Required:</p> <p>1) Military Veteran Certificate</p> <p>OR 2) Certificate from the Military Veterans Department indicating that the entity is registered on their database</p>	N/A	
<p>"Exempted Micro-Enterprise (EME's)</p> <p>documentary Proof Required:</p> <p>1) Sworn Affidavit; signed and dated by Commissioner of Oaths"</p>	N/A	
<p>"Ownership by People who are Women</p> <p>Documentary Proof Required:</p> <p>1) Sworn Affidavit; signed and dated by Commissioner of Oaths</p> <p>2) Certified Copy of Identity Document/s"</p>		10
<p>"Promotion of enterprises located in a specific municipal area for work to be done or services to be rendered</p> <p>Documentary Proof Required:</p> <p>1) Proof of Municipal Account depicting Physical Address of the business</p> <p>OR 2) Lease Agreement"</p>	N/A	
<p>"Promotion of enterprises located in rural areas</p> <p>Documentary Proof Required:</p> <p>1) Original OR Certified copy of the original letter from the Ward Councillor</p> <p>OR 2) Certified copy of PTO</p> <p>OR 3) Lease agreement from the Tribal Council"</p>	N/A	
<p>Promotion of enterprises located in a specific province</p> <p>Documentary Proof Required:</p> <p>1) Original OR Certified copy of the original letter from the Ward Councillor</p> <p>OR 2) Certified copy of PTO</p>	N/A	

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

APPLICABLE	X	NOT APPLICABLE	
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NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date : 05 August 2025

BID PRICE INCLUDING VAT: R

AMOUNT IN WORDS:

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

DEPARTMENT OF PUBLIC WORKS: ILEMBE DISTRICT OFFICE: RENDERING OF HYGIENE AND CLEANING SERVICES.

Item no.	ITEM / DESCRIPTION	Unit	Quantity	Rate	Amount
1.	Paper Towel Once a week (14*24Weeks) The supply , at the contractor's cost of paper towels,delivery to the abovementioned institution of the paper towels weekly at the Government	No	120		
2.	Toilet paper (2ply) 18 rolls per day (18*183 days) The supply, at the contractor's cost, of toilet papers, delivery to the abovementioned institution of the toilet paper daily at the Government.	No	3294		
3.	Programable Air Freshener to be serviced once a month (36Toilets*6mnths) The supply. At the contractor's cost, of Air fresheners, delivery to the abovementioned institution of the Air freshener monthly at no extra charge to the Government	No	36		
4.	Soap Dispenser to be filled weekly (14*24 Weeks) The supply, at the contractor's cost of soap, delivery to the abovementioned institution of the soap weekly at the Government.	No	120		

5.	Sanitary Bin Service (14 toilets*6 mnths) * The servicing, on weekly basis, of the bins situated in each toilet. (a)Receptable * The contractor shall supply receptacles for the disposal of sanatory napkins. * The receptacle must be of attractive appearance, compact, so as to occupy as little space as possible, and must be completely closed in the closed position. * The receptable to be in a convenient position for easy accessibility by the user, and placed in such a manner that the user is able to see into the receptable when the lid is in the open position. * The receptable must contain antiseptic and deodorizing agents, which will effectively prevent germs and odours. (b) Disposal packets * Disposal packet are to be provided by the contractor for the user and shall be conveniently placed. * The disposal packets shall be replenished weekly at no additional cost.	No	78		
6.	Wall mounted bin	No	3		
7.	Sanitizer to be changed once a month The supply, at the contractor's cost, for sanitizer, delivery to the abovementioned institution of the Sanitizer weekly at the Government.	Item	1		
8.	6 X Labours	Months	6		
9.	1 X Supervisor	Months	6		
10.	Deep cleaning (Quarterly 2*)	No	2		
11.	Cleaning material	Item	Sum		
12.	Uniform and Equipments	Item	Sum		
				SUB-TOTAL	
				VAT 15%	
				TOTAL	

TOTAL (INCLUDING VAT) AMOUNT FOR THE PERIOD OF 06 MONTHS CONTRACT.

OFFER TO BE VALID FOR **30 CALENDER DAYS** FROM THE CLOSING DATE OF QUOTE.

NB: ALL PRODUCTS USED MUST BE BIODEGRABLE ENVIROMENTAL FRIENDLY

Required by:
- At:
.....	
Brand and model
Country of origin
- Does the offer comply with the specification(s)?	*YES/NO
If not to specification, indicate deviation(s)
Period required for delivery
	Delivery: Firm/not firm
Delivery basis
Note:	All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

CONTRACT FORM - RENDERING OF SERVICES

APPLICABLE	X	NOT APPLICABLE	
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THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .

The following documents shall be deemed to form and be read and construed as part of this agreement:

Bidding documents, viz
 Invitation to bid;
 Tax clearance certificate;
 Pricing schedule(s);
 Filled in task directive/proposal;
 Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2022;
 Bidders declaration;
 Special Conditions of Contract;
 General Conditions of Contract; and
 Other (specify)

I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE:.....

SECTION M

AUTHORITY TO SIGN A BID

The bidder must indicate the enterprise status by ticking the appropriate box hereunder.

(I) CLOSE CORPORATION	(II) COMPANIES	(III) SOLE PROPRIETOR	(IV) PARTNERSHIP	(V) CO-OPERATIVE	(VI) JOINT VENTURE / CONSORTIUM	
					Incorporated	
					Unincorporated	

I/We, the undersigned, being the Member(s) of Cooperative/ Sole Owner (Sole Proprietor)/ Close Corporation/ Partners (Partnership)/ Company (Representative) or Lead Partner (Joint Venture / Consortium), in the enterprise trading as:

.....

hereby authorise Mr/Mrs/Ms

acting in the capacity of

whose signature is

to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

NAME	ADDRESS	SIGNATURE	DATE

(If the space provided is not enough, a separate list should be attached)

Note:

Members of the enterprise must complete this form in full according to the type of enterprise, authorising the signatory to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

Note: In a case of a Sole proprietor, a director may appoint himself/herself if they will be the one signing all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.