



agriculture, land reform & rural development

Department: Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

KZN: Provincial Shared Service Centre, P/Bag X 9132, 270 Jabu Ndlovu Street, Pietermaritzburg 3200
Tel (033) 264 9500 Fax (033) 342 3904 / 342 1991

FROM	Provincial Shared Services Centre
DATE	20 February 2024
REFERENCE	ADDENDUM 1

REF: SS-KZN 5/2/1 (6850) 3N

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE RENDERING OF STANDARD CLEANING AND HYGIENE SERVICES FOR THE DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT IN THE NEWCASTLE SATELITE OFFICE, KWAZULU-NATAL FOR A PERIOD OF THIRTY-SIX (36) MONTHS

Dear Sir / Madam

Reference is made to your attendance at the compulsory briefing session held on 14 February 2024, for the above-mentioned service.

This correspondence serves to clarify that the following.

- Contrary to what was said during the briefing session, **point C** of the mandatory requirements on manual page 25, as per the initial tender document published on 06 February 2024, is still applicable and will be accepted

Point C – ‘A valid letter for tender purposes or letter of good standing for Compensation for Occupational Injuries Disease Act (COIDA) 1993. Cleaning (services as the nature of business)’

- Due to the amendment above, the closing date has been extended to 05 March 2024.

Please confirm receipt and acknowledgement of this communication to this office by no later than 14h00 on Thursday, 22 February 2024 via e-mail to thobekile.zondi@dalrrd.gov.za.

Should your company not confirm receipt of the addendum on the above date and time, and should your company not respond to all the above items, your proposal will be regarded as non-responsive and be disqualified

Kind regards

DIRECTOR: FINANCE AND SUPPLY CHAIN MANAGEMENT, PSSC - KZN
FOR DIRECTOR – GENERAL: DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

DATE: 2024/02/20

BID NUMBER : 5/2/1 (6850) 3N
CLOSING DATE : 05 March 2024 at 11h00 Telkom time

My acknowledgement of receipt of the addenda is # Yes / * No.

Company name _____

Name and Address _____

SIGNATURE OF BIDDER: _____ TELEPHONE NUMBER: _____

DATE : _____ FACSIMILE NUMBER : _____

freshener units, paper towel dispenser and soap dispensers' units. Upon termination of the contract the Service Provider must remove such equipment from the premises and restore the building to its original condition/colour (holes must be filled and painted).

5. MANDATORY REQUIREMENTS

NB: Failure to submit the following requirements with the proposal will disqualify the bidder's proposal.

- a. Proof of current registration on the National Treasury Supplier Database (CSD) to be attached (Printout of CSD summary or MAAA reference number). Refer to National Treasury SCM Instruction Note 4A of 2016/2017".
- b. A signed company resolution authorizing a person to sign the bid documents.
- c. A valid letter for tender purposes or letter of good standing for Compensation for Occupational Injuries Disease Act (COIDA) 1993. (Cleaning services as the nature of business)
- d. Public Liability Insurance (Proof of quotation / Insurance Policy) obtainable from any insurance companies or any other relevant proof with a minimum cover amount of R500 000.00
- e. Bidders must indicate cleaners' wages in the pricing schedule (SBD 3.3). The wages of the cleaners must not be less than the minimum wage rates and Basic Condition of Employment as prescribed by the Department of Labour. Only the wage adjustments will be accepted based on a Sectoral wage determination formula.
- f. Registration with the bargaining council for cleaning and hygiene services (Attach proof / valid certificate)
- g. There will be a briefing session and attendance thereof is compulsory.

