

Tender Number: **TPT/2026/07/0002/114585/RFP**

PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

Transnet Port Terminal

an Operating Division **TRANSNET SOC LTD**

[Registration Number 1990/000900/30]

REQUEST FOR PROPOSAL (RFP)

PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

RFP NUMBER	: TPT/2026/07/0002/114585/RFP
ISSUE DATE	: 16 JULY 2026
COMPULSORY BRIEFING	: 24 JULY 2026 @11:00
CLOSING DATE	: 31 JULY 2026
CLOSING TIME	: 16h00pm
TENDER VALIDITY PERIOD	: 12 weeks from closing date

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T1.1 TENDER NOTICE AND INVITATION TO TENDER

SECTION 1: NOTICE TO TENDERERS

1. INVITATION TO TENDER

Responses to this Tender [hereinafter referred to as a **Tender**] are requested from persons, companies, close corporations or enterprises [hereinafter referred to as a Tenderer].

DESCRIPTION	PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")
TENDER DOWNLOADING	This Tender may be downloaded directly from the National Treasury eTender Publication Portal at www.etenders.gov.za and the Transnet website at https://transnetetenders.azurewebsites.net (please use Google Chrome to access Transnet link) FREE OF CHARGE.

COMPULSORY TENDER CLARIFICATION MEETING	A Compulsory Tender Clarification Meeting will be conducted at Umhlathuze Building – Transnet Port Terminal on the 24 JULY 2026 for a period of $\pm$ 1 (one) hour. [Tenderers to provide own transportation and accommodation]. The Compulsory Tender Clarification Meeting will start punctually and information will not be repeated for the benefit of Tenderers arriving late.
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	A Site visit/walk will take place, tenderers are to note: • Tenderers are required to wear safety shoes, goggles, long sleeve shirts, high visibility vests and hard hats. • Tenderers without the recommended PPE will not be allowed on the site walk. • Tenderers and their employees, visitors, clients and customers entering Transnet Offices, Depots, Workshops and Stores will have to undergo breathalyser testing. • All forms of firearms are prohibited on Transnet properties and premises. • The relevant persons attending the meeting must ensure that their identity documents, passports or drivers' licences are on them for inspection at the access control gates. • Bidders that are interested in attending the compulsory briefing must send an e-mail to Thandiswa.Ndawonde@transnet.net supported by a copy of the Identity Document (ID) of their representative/s to arrange Permits to gain entry to the Port. All e-mails must be sent no later 22 JULY 2026 @11:00am to allow sufficient time for the Permit Office to prepare the e-Permits' Certificate of Attendance in the form set out in the Returnable Schedule T2.2 – 01 hereto must be completed and submitted with your Tender as proof of attendance is required for a compulsory site meeting and/or tender briefing. Tenderers are required to bring this Returnable Schedule T2.2 - 01 to the Compulsory Tender Clarification Meeting to be signed by the <i>Employer's</i> Representative. Tenderers failing to attend the compulsory tender briefing will be disqualified.
CLOSING DATE	31 JULY 2026 @16:00pm



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	Tenderers must ensure that tenders are uploaded timeously onto the system. If a tender is late, it will not be accepted for consideration.
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2. TENDER SUBMISSION

Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

a) The Transnet e-Tender Submission Portal can be accessed as follows:

Log on to the Transnet eTenders management platform website (<https://transnetetenders.azurewebsites.net>);

- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.
- **Tenderers are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Tenderer can upload 30mb per upload and multiple uploads are permitted.**

b) Each company must register its profile using its company details and use the corresponding registered profile to log an intent to bid as well as submitting any bid.

c) Transnet will not accept a bid or will disqualify a bidder who submits a bid in the Transnet e-tender submission through another bidders'/Company's profile. In other words, each

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- bidder must register the intent to bid and submit its bid through its own profile under the same company name that will eventually bid for the tender. No company shall submit a bid on behalf of another company regardless of the company being a subsidiary or holding company.
- d) In case of a Joint Venture, any of the parties/companies to the Joint Venture may use its registered profile to submit a bid on behalf of the Joint Venture.
 - e) The tender offers to this tender will be opened as soon as possible after the closing date and time. Transnet shall not, at the opening of tenders, disclose to any other company any confidential details pertaining to the Tender Offers / information received, i.e. pricing, delivery, etc. The names and locations of the Tenderers will be divulged to other Tenderers upon request.
 - f) Submissions must not contain documents relating to any Tender other than that shown on the submission.

3. CONFIDENTIALITY

All information related to this RFQ is to be treated with strict confidentiality. In this regard Tenderers are required to certify that they have acquainted themselves with the Non-Disclosure Agreement. All information related to a subsequent contract, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Works, which is either directly or indirectly related to Transnet's business, written approval to divulge such information must be obtained from Transnet.

4. DISCLAIMERS

Tenderers are hereby advised that Transnet is not committed to any course of action as a result of its issuance of this Tender and/or its receipt of a tender offer. In particular, please note that Transnet reserves the right to:

- 4.1. Award the business to the highest scoring Tenderer/s unless objective criteria justify the award to another tenderer.
- 4.2. Not necessarily accept the lowest priced tender or an alternative Tender;
- 4.3. Go to the open market if the quoted rates (for award of work) are deemed unreasonable;

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- 4.4. Should the Tenderers be awarded business on strength of information furnished by the Tenderer, which after conclusion of the contract is proved to have been incorrect, Transnet reserves the right to terminate the contract;
- 4.5. Request audited financial statements or other documentation for the purposes of a due diligence exercise;
- 4.6. Not accept any changes or purported changes by the Tenderer to the tender rates after the closing date;
- 4.7. Verify any information supplied by a Tenderer by submitting a tender, the Tenderer/s hereby irrevocably grant the necessary consent to the Transnet to do so;
- 4.8. Conduct the evaluation process in parallel. The evaluation of Tenderers at any given stage must therefore not be interpreted to mean that Tenderers have necessarily passed any previous stage(s);
- 4.9. Unless otherwise expressly stated, each tender lodged in response to the invitation to tender shall be deemed to be an offer by the Tenderer. The Employer has the right in its sole and unfettered discretion not to accept any offer.
- 4.10. Not be held liable if tenderers do not provide the correct contact details during the clarification session and do not receive the latest information regarding this RFP with the possible consequence of being disadvantaged or disqualified as a result thereof.
- 4.11. Transnet reserves the right to exclude any Tenderers from the tender process who has been convicted of a serious breach of law during the preceding 5 [five] years including but not limited to breaches of the Competition Act 89 of 1998, as amended. Tenderers are required to indicate in tender returnable on T2.2-20, [**Breach of Law**] whether or not they have been found guilty of a serious breach of law during the past 5 [five] years.
- 4.12. Transnet reserves the right to perform a risk analysis on the preferred tenderer to ascertain if any of the following might present an unacceptable commercial risk to the employer:
 - *unduly high or unduly low tendered rates or amounts in the tender offer.*

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- *contract data of contract provided by the tenderer; or*
- *the contents of the tender returnable which are to be included in the contract.*

5. Transnet will not reimburse any Tenderer for any preparatory costs or other work performed in connection with this Tender, whether or not the Tenderer is awarded a contract.

6. **NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE**

Tenderer are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. The CSD can be accessed at <https://secure.csd.gov.za/>. Tenderer are required to provide the following to Transnet in order to enable it to verify information on the CSD:

Supplier Number..... and Unique registration reference number.....(Tender Data)

Transnet urges its clients, suppliers and the general public

to report any fraud or corruption to

TIP-OFFS ANONYMOUS: 0800 003 056 OR Transnet@tip-offs.com



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T1.2 TENDER DATA

The conditions of tender are the Standard Conditions of Tender as contained in Annex C of the CIDB Standard for Uniformity in Engineering and Construction Works Contracts. The Standard for Uniformity in Construction Procurement was first published in Board Notice 62 of 2004 in Government Gazette No 26427 of 9 June 2004. It was subsequently amended in Board Notice 67 of 2005 in Government Gazette No 28127 of 14 October 2005, Board Notice 93 of 2006 in Government Gazette No 29138 of 18 August 2006, Board Notice No 9 of 2008 in Government Gazette No 31823 of 30 January 2009, Board Notice 86 of 2010 in Government Gazette No 33239 of 28 May 2010, Board Notice 136 of 2015 in Government Gazette 38960 of 10 July 2015 and Board Notice 423 of 2019 in Government Gazette No 42622 of 8 August 2019.

This edition incorporates the amendments made in Board Notice 423 of 2019 in Government Gazette 42622 of 8 August 2019. (see www.cidb.org.za).

The Standard Conditions of Tender make several references to Tender data for detail that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Each item of data given below is cross-referenced in the left-hand column to the clause in the Standard Conditions of Tender to which it mainly applies.

Clause	Data
C.1.1 The <i>Employer</i> is	Transnet SOC Ltd (Reg No. 1990/000900/30)
C.1.2 The tender documents issued by the <i>Employer</i> comprise:	
Part T: The Tender	
Part T1: Tendering procedures	T1.1 Tender notice and invitation to tender T1.2 Tender data
Part T2: Returnable documents	T2.1 List of returnable documents T2.2 Returnable schedules

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Part C: The contract

Part C1: Agreements and contract data C1.1 Form of offer and acceptance
C1.2 Contract data (Part 1 & 2)

Part C2: Pricing data C2.1 Pricing instructions
C2.2 Activity Schedule

Part C3: Scope of work C3.1 Works Information

C.1.4 The Employer's agent is:

Name:	Thandiswa Ndawonde
Address:	Transnet Port Terminals Richards Bay Umhlathuze Building, Gordon Road, Port of Richards Bay, Harbour Arterial, Richards Bay, 3900, South Africa
Tel No.	035 905 3169
E – mail	Thandiswa.Ndawonde@transnet.net

C.2.1 Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

1. **Stage One - Eligibility with regards to attendance at the compulsory clarification meeting:**

An authorised representative of the tendering entity or a representative of a tendering entity that intends to form a Joint Venture (JV) must attend the compulsory clarification meeting in terms C2.7

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2. Stage Two - Eligibility in terms of the Construction Industry Development Board:

- a) Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, designation **4 ME or higher** class of construction work, are eligible to have their tenders evaluated.

- b) Joint Venture (JV)

Joint ventures are eligible to submit tenders subject to the following:

1. every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation of not lower than one level below the required class of construction works under consideration and possesses the required recognition status; and
3. the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a **4 ME or higher class** of construction work or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations

The tenderer shall provide a certified copy of its signed joint venture agreement

Any tenderer that fails to meet the stipulated eligibility criteria will be regarded as an unacceptable tender.

3. Stage Two - Eligibility in terms of the Construction Industry Development Board:

Qualifications of Specialists

Service provider is required to submit contract manager NQF level 6 at minimum in Mechanical Engineering and a CV with a minimum of 5 years' relevant Experience in HVAC Design, service and maintenance.



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Service provider is required to submit three (3) certificates of Air Conditioning and Refrigeration technicians with respective CVs with at least 3 years' experience in Air Conditioning, Refrigeration and Ventilation

4. Stage Four - Functionality:

Only those tenderers who obtain the minimum qualifying score for functionality will be evaluated further in terms of price and the applicable preference point system. The minimum qualifying for score for functionality is **80** points.

The evaluation criteria for measuring functionality and the points for each criteria and, if any, each sub-criterion are as stated in C.3.11.3 below.

Any tenderer that fails to meet the stipulated pre-qualifying criteria will be regarded as an unacceptable tender

C.2.7 The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. **Tenderers must complete and sign the attendance register.** Addenda will be issued to and tenders will only be received from those tendering entities including those entities that intends forming a joint venture appearing on the attendance register.

Tenderers are also **required to bring their RFP document to the briefing session and have their returnable document T2.2-01 certificate of attendance** signed off by the Employer's authorised representative.

C.2.12 No alternative tender offers will be considered.

C.2.13.3 Each tender offer shall be in the **English Language**.

C.2.13.5 The *Employer's* details and identification details that are to be shown on each tender offer are as follows:

C2.15.1

Identification details:

The tender documents must be uploaded with:

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- Name of Tenderer:
- Contact person and details:

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The Tender Description: **PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")**

Documents must be marked for the attention of:
Employer's Agent: THANDISWA NDAWONDE

C.2.13.9 Telephonic, telegraphic, facsimile or e-mailed tender offers will not be accepted.

C.2.15 The closing time for submission of tender offers is:

Time: **16:00pm** on the **31 JULY 2026**

Location: The Transnet e-Tender Submission Portal:
(<https://transnetetenders.azurewebsites.net>);

NO LATE TENDERS WILL BE ACCEPTED

C.2.16 The tender offer validity period is **12 weeks** after the closing date. Tenderers are to note that they may be requested to extend the validity period of their tender, on the same terms and conditions, if Transnet's internal evaluation and governance approval processes has not been finalised within the validity period.

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C.2.23 The tenderer is required to submit with his tender:

1. A valid Tax Clearance Certificate issued by the South African Revenue Services.
Tenderers also to provide Transnet with a TCS PIN to verify Tenderers compliance status.
2. A **valid B-BBEE Certificate** from a Verification Agency accredited by the South African Accreditation System [**SANAS**], or a **sworn affidavit** confirming annual turnover and level of black ownership in case of all EMEs and QSEs with 51% black ownership or more together with the tender;
3. A valid CIDB certificate in the correct designated grading;
4. Proof of registration on the Central Supplier Database;
5. Letter of Good Standing with the Workmen's compensation fund by the tendering entity or separate Letters of Good Standing from all members of a newly constituted JV.

Note: Refer to Section T2.1 for List of Returnable Documents

C3.11 The minimum number of evaluation points for functionality is: **80**

The procedure for the evaluation of responsive tenders is Functionality, Price and Preference:

Only those tenderers who attain the minimum number of evaluation points for Functionality will be eligible for further evaluation, failure to meet the minimum threshold will result in the tender being disqualified and removed from any further consideration.



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Functionality Criteria

The functionality criteria and maximum score in respect of each of the criteria are as follows:

Functionality criteria	Sub-criteria	Maximum number of points
T2.2-04 Experience	Service provider must submit five (5) traceable references in the form of a reference letters, they have rendered similar services in the past 10 years. Reference letters must be drafted meeting at least the following criteria: 1. Letter drafted on client's letterhead 2. Name of the Project and project duration with start and end date 3. Brief description of the work conducted and Project Value 4. Client's expression with respect to level of satisfaction 5. Client representative signature and date of signature 6. Client representative contact details (not corporate contact details).	40
T2.2-05 Method Statement	Service Provider is required to outline a method statement on how they are going to maintain aircons for the period of the contract. The method statement must include at least: 1) Information of Operational Site 2) Applicable Health and Safety 3) Specific Contract organogram	40



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	4) Roles and Responsibilities of Personnel 5) Maintenance Philosophy (HVAC Inspection, Repairs Callouts, etc) 6) Reporting (Weekly, Monthly and Annual Reports)	
T2.2 – 06 Quality Control	Service provider is required to provide a quality control plan for all the work they will be rendering to ensure satisfactory workmanship and superior spares quality. The quality control plan must discuss level of quality as per ISO 9001: 2015 or later, for at least on the following: 1. Inspection: Type of inspection, inspection tasks, procedure, required level of skill, reference documents, and control points. 2. Inventory Management: Sourcing from manufacturer or main distributor, storage at supplier premises, supply to Transnet. 3. Repairs and Maintenance: Type of maintenance, maintenance tasks, procedure, required level of skill, reference documents, and control points. 4. Reporting: Type of reports, procedure, required level of skill, reference documents, and control points. 5. Risk Management: Risk types, procedure, required level of skill, reference documents, and control points.	20
Maximum possible score	100	

Functionality shall be scored independently by not less than 3 (three) evaluators and averaged in accordance with the following schedules:

- T2.2-04 Experience

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- T2.2-05 Method Statement
- T2.2-06 Quality Control

Each evaluation criteria will be assessed in terms of scores of 0, 20, 40, 60, 80 or 100.

The scores of each of the evaluators will be averaged, weighted and then totalled to obtain the final score for functionality, unless scored collectively. (See CIDB Inform Practice Note #9).

Note: Any tender not complying with the above-mentioned requirements, will be regarded as non-responsive and will therefore not be considered for further evaluation. This note must be read in conjunction with Clause C.2.1.

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- C.3.11. Only tenders that achieve the minimum qualifying score for functionality will be evaluated further in accordance with the 80/20 preference points systems as described in Preferential Procurement Regulations.

80 where the financial value of one or more responsive tenders received have a value equal to or below R50 million, inclusive of all applicable taxes,

Selected Specific Goal	Number of points allocated (80/20)
B-BBEE Level of contributor – Level 1 or level 2	5
Black Owned EMEs or QSE (51% BO)	5
Regional Procurement	10
Non-Compliant and/or B-BBEE Level 3-8 contributors	0

Up to 100 minus W_1 tender evaluation points will be awarded to tenderers who complete the preferencing schedule and who are found to be eligible for the preference claimed. **Should the BBBEE rating not be provided, tenderers with no verification will score zero points for preferencing.**

Note: Transnet reserves the right to carry out an independent audit of the tenderer's scorecard components at any stage from the date of close of the tenders until completion of the contract.

- C.3.13 Tender offers will only be accepted if:

1. The tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;

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2. the tenderer does not appear on Transnet's list for restricted tenderers and National Treasury's list of Tender Defaulters;
3. the tenderer has fully and properly completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the Employer or potentially compromise the tender process and persons in the employ of the state.
4. Transnet reserves the right to award the tender to the tenderer who scores the highest number of points overall, unless there are **objective criteria** which will justify the award of the tender to another tenderer. Objective criteria include but are not limited to the outcome of a due diligence exercise to be conducted. The due diligence exercise may take the following factors into account inter alia; the tenderer:
 - a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
 - b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
 - c) has the legal capacity to enter into the contract,
 - d) is not insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,
 - e) complies with the legal requirements, if any, stated in the tender data and
 - f) is able, in the option of the employer to perform the contract free of conflicts of interest.

C.3.17 The number of paper copies of the signed contract to be provided by the Employer is 1 (one).

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T2.1 List of Returnable Documents

2.1.1 These schedules are required for pre-qualification and eligibility purposes:

- T2.2-01 **Stage One as per CIDB: Eligibility Criteria Schedule** - Certificate of attendance at Compulsory Tender Clarification Meeting
- T2.2-02 **Stage Two as per CIDB: Eligibility Criteria Schedule** - CIDB Registration – **4 ME or HIGHER**
- T2.2-03 **Stage Three as per CIDB: Eligibility Criteria schedule** - Qualifications of Specialists

2.1.2 Stage Three as per CIDB: these schedules will be utilised for evaluation purposes:

- T2.2-04 **Evaluation Schedule:** Method statement
- T2.2-05 **Evaluation Schedule:** Previous Experience
- T2.2-06 **Evaluation Schedule:** Quality Control

2.1.3 Returnable Schedules:

General:

- T2.2-07 Authority to submit tender
- T2.2-08 Record of addenda to tender documents
- T2.2-09 Letter of Good Standing
- T2.2-10 Risk Elements
- T2.2-11 Availability of equipment and other resources
- T2.2-12 Schedule of proposed Subcontractors
- T2.2-13 Site Establishment requirements
- T2.2-14 Capability & ability to meet delivery schedule

Valid proof of Respondent's compliance to Specific Goals evidence (Preference Claim Form) requirements stipulated in SBD6.1.

ANNEX G Compulsory Enterprise Questionnaire

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Agreement and Commitment by Tenderer:

- T2.2-15 CIDB SFU ANNEX G Compulsory Enterprise Questionnaire
- T2.2-16 Non-Disclosure Agreement
- T2.2-17 RFP Declaration Form
- T2.2-18 RFP – Breach of Law
- T2.2-19 Certificate of Acquaintance with Tender Document
- T2.2-20 Service Provider Integrity Pact
- T2.2-21 Supplier Code of Conduct
- T2.2-22 POPIA

1.3.2 Bonds/Guarantees/Financial/Insurance:

- T2.2-23 Insurance provided by the Contractor.
- T2.2-24 One (1) year audited financial statements.

1.3.3 Transnet Vendor Registration Form:

- T2.2-25 Transnet Vendor Registration Form

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T2.2-01: Eligibility Criteria Schedule:**Certificate of Attendance at Tender Clarification Meeting**

This is to certify that

(Company Name or
member of a Joint
Venture)

Represented

(Name and
Surname)

By:

Was represented at the compulsory tender clarification meeting

Held at:		
On (date)		Starting time:

Attendance of the above company/joint venture at the meeting was confirmed:

Name

Signature

**For and on Behalf of the
*Employers Agent.***

Date

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T2.2-02: Eligibility Criteria Schedule - CIDB Grading

Designation

Note to tenderers:

Tenderers are to indicate their CIDB Grading by filling in the table below. **Attach a copy of the CIDB Grading Designation or evidence of being capable of being so registered.**

CRS Number	Status	Grading	Expiry Date

- Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a **4 ME OR HIGHER** class of construction work, are eligible to have their tenders evaluated.

2. Joint Venture (JV)

Joint ventures are eligible to submit tenders subject to the following:

- every member of the joint venture is registered with the CIDB;
- the lead partner has a contractor grading designation of not lower than one level one level below the required grading designation in the class of construction works under consideration and possesses the required recognition status; and
- the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a **4 ME OR HIGHER** class of construction work or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations
- the Contractor shall provide the employer with a certified copy of its signed joint venture agreement;
- and in the event that the joint venture is an 'Incorporated Joint Venture' the Memorandum of Incorporation to be provided within 4 (four) weeks of the Contract Date.

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T2.2-03: Eligibility Criteria Schedule - Qualifications of Specialists

The service provider shall demonstrate the availability of suitably qualified and experienced personnel to ensure the successful execution of the required works. In this regard, the following minimum requirements must be met:

- The service provider is required to appoint and submit details of a Contract Manager holding a minimum qualification of NQF Level 6 in Mechanical Engineering or an equivalent recognised qualification. The Contract Manager must possess no less than five (5) years of proven, relevant experience in Heating, Ventilation, and Air Conditioning (HVAC) design, installation, servicing, and maintenance. A comprehensive Curriculum Vitae (CV) must be provided, clearly outlining the individual's educational background, professional certifications, and detailed work experience relevant to HVAC systems. The Contract Manager will be responsible for overall project oversight, coordination of activities, quality assurance, compliance with specifications, and ensuring adherence to health and safety standards.
- The service provider is further required to submit a minimum of three (3) qualified Air Conditioning and Refrigeration Technicians who will be deployed for the execution of the works. Each technician must hold valid certification in Air Conditioning and Refrigeration. Supporting documentation, including certificates and detailed CVs, must be submitted for each proposed technician. Each technician must have at least three (3) years of practical experience in either air conditioning, refrigeration, ventilation systems, including installation, fault diagnosis, repair, maintenance. The service provider must ensure that these technicians are competent, adequately trained, and capable of performing the required tasks in compliance with industry standards and project specifications.
- All submitted personnel must be readily available for the duration of the contract and must be deployed as required to meet project timelines. The service provider must also ensure continuity of skills by providing suitable replacements with equivalent or higher qualifications and experience in the event of personnel unavailability.

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T2.2-04: Evaluation Schedule: Experience

Note to tenderers:

Service provider must submit five (5) traceable references in the form of a reference or testimonial letter, where they have rendered similar services in the past 10 years. Reference letters must be drafted meeting at least the following criteria:

1. Letter drafted on client's letterhead
2. Name of the Project and project duration with start and end date
3. Brief description of the work conducted and Project Value.
4. Client's expression with respect to level of satisfaction.
5. Client representative signature and date of signature.
6. Client representative contact details (not corporate contact details).

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Score	Experience
0	No traceable reference letters provided.
20	One (1) traceable reference letter covering all requirements as outlined below: 1. Letter drafted on client's letterhead 2. Name of the Project and project duration with start and end date 3. Brief description of the work conducted and Project Value. 4. Client's expression with respect to level of satisfaction. 5. Client representative signature and date of signature. 6. Client representative contact details (not corporate contact details).
40	Two (2) traceable reference letters covering all requirements as outlined below: 1. Letter drafted on client's letterhead 2. Name of the Project and project duration with start and end date 3. Brief description of the work conducted and Project Value. 4. Client's expression with respect to level of satisfaction. 5. Client representative signature and date of signature. 6. Client representative contact details (not corporate contact details).
60	Three (3) traceable reference letters covering all requirements as outlined below: 1. Letter drafted on client's letterhead 2. Name of the Project and project duration with start and end date 3. Brief description of the work conducted and Project Value. 4. Client's expression with respect to level of satisfaction. 5. Client representative signature and date of signature. 6. Client representative contact details (not corporate contact details).

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80	Four (4) traceable reference letters covering all requirements as outlined below: 1. Letter drafted on client's letterhead 2. Name of the Project and project duration with start and end date 3. Brief description of the work conducted and Project Value. 4. Client's expression with respect to level of satisfaction. 5. Client representative signature and date of signature. 6. Client representative contact details (not corporate contact details).
100	If the service provider submitted five (5) traceable reference letters covering all requirements as outlined below: 1. Letter drafted on client's letterhead 2. Name of the Project and project duration with start and end date 3. Brief description of the work conducted and Project Value. 4. Client's expression with respect to level of satisfaction. 5. Client representative signature and date of signature. 6. Client representative contact details (not corporate contact details).

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T2.2-05: Evaluation Schedule: Method Statement

Note to tenderers:

Service Provider is required to outline a method statement on how they are going to maintain aircons for the period of the contract. The method statement must include at least:

- 1) Information of Operational Site
- 2) Applicable Health and Safety
- 3) Specific Contract organogram
- 4) Roles and Responsibilities of Personnel
- 5) Maintenance Philosophy (HVAC Inspection, Repairs Callouts, etc)
- 6) Reporting (Weekly, Monthly and Annual Reports)

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Score	Method Statement
0	If the service provider provided any one (1) of the requirement as outlined below: 1. Information of Operational Site 2. Applicable Health and Safety 3. Specific Contract organogram 4. Roles and Responsibilities of Personnel 5. Maintenance Philosophy (HVAC Inspection, Repairs Callouts, etc) 6. Reporting (Weekly, Monthly and Annual Reports)
20	If the service provider provided any two (2) requirements as outlined below: 1. Information of Operational Site 2. Applicable Health and Safety 3. Specific Contract organogram 4. Roles and Responsibilities of Personnel 5. Maintenance Philosophy (HVAC Inspection, Repairs Call-Outs, etc) 6. Reporting (Weekly, Monthly and Annual Reports)
40	If the service provider provided any three (3) requirements as outlined below: 1. Information of Operational Site 2. Applicable Health and Safety 3. Specific Contract organogram 4. Roles and Responsibilities of Personnel 5. Maintenance Philosophy (HVAC Inspection, Repairs Call-Outs, etc) 6. Reporting (Weekly, Monthly and Annual Reports)
60	If the service provider provided any four (4) requirements as outlined below:

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	1. Information of Operational Site 2. Applicable Health and Safety 3. Specific Contract organogram 4. Roles and Responsibilities of Personnel 5. Maintenance Philosophy (HVAC Inspection, Repairs Call-Outs, etc) 6. Reporting (Weekly, Monthly and Annual Reports)
80	If the service provider provided any five (5) requirements as outlined below: 1. Information of Operational Site 2. Applicable Health and Safety 3. Specific Contract organogram 4. Roles and Responsibilities of Personnel 5. Maintenance Philosophy (HVAC Inspection, Repairs Call-Outs, etc) 6. Reporting (Weekly, Monthly and Annual Reports)
100	If the service provider provided information which covers all six (6) requirements as outlined below: 1. Information of Operational Site 2. Applicable Health and Safety 3. Specific Contract organogram 4. Roles and Responsibilities of Personnel 5. Maintenance Philosophy (HVAC Inspection, Repairs Call-Outs, etc) 6. Reporting (Weekly, Monthly and Annual Reports)

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T2.2-06: Evaluation Schedule: Quality Control

Note to tenderers:

Service provider is required to provide a quality control plan for all the work they will be rendering to ensure satisfactory workmanship and superior spares quality. The quality control plan must discuss level of quality as per ISO 9001: 2015 or latter, for at least on the following:

1. Inspection: Type of inspection, inspection tasks, procedure, required level of skill, reference documents, and control points.
2. Inventory Management: Sourcing from manufacturer or main distributor, storage at supplier premises, supply to Transnet.
3. Repairs and Maintenance: Type of maintenance, maintenance tasks, procedure, required level of skill, reference documents, and control points.
4. Reporting: Type of reports, procedure, required level of skill, reference documents, and control points.
5. Risk Management: Risk types, procedure, required level of skill, reference documents, and control points.

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Score	Method Statement
0	No quality control plan provided.
20	If provided and complied with any one (1) requirements as outlined below: 1. Inspection 2. Inventory management 3. Repairs and Maintenance 4. Reporting 5. Risk Management
40	If provided and complied with any two (2) requirements as outlined below: 1. Inspection 2. Inventory management 3. Repairs and Maintenance 4. Reporting 5. Risk Management
60	If provided and complied with any three (3) requirements as outlined below: 1. Inspection 2. Inventory management 3. Repairs and Maintenance 4. Reporting 5. Risk Management
80	If provided and complied with any four (4) requirements as outlined below: 1. Inspection 2. Inventory management 3. Repairs and Maintenance4. Reporting5. Risk Management
100	If provided and complied with any five (5) requirements as outlined below: 1. Inspection 2. Inventory management 3. Repairs and Maintenance 4. Reporting 5. Risk Management

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T2.2-07: Authority to submit a Tender

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for his category of organisation or alternatively attach a certified copy of a company / organisation document which provides the same information for the relevant category as requested here.

A - COMPANY	B - PARTNERSHIP	C - JOINT VENTURE	D - SOLE PROPRIETOR

A. Certificate for Company

I, _____ chairperson of the board of directors _____
 _____, hereby confirm that by resolution of the
 board taken on _____ (date), Mr/Ms _____,
 acting in the capacity of _____, was authorised to sign all
 documents in connection with this tender offer and any contract resulting from it on behalf of
 the company.

Signed

Date

Name

Position

Chairman of the Board of Directors

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B. Certificate for Partnership

We, the undersigned, being the **key partners** in the business trading as _____

_____ hereby authorise Mr/Ms _____

acting in the capacity of _____, to sign all documents in connection with the tender offer for Contract _____ and any contract resulting from it on our behalf.

Name	Address	Signature	Date

NOTE: This certificate is to be completed and signed by the full number of Partners necessary to commit the Partnership. Attach additional pages if more space is required.

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C. Certificate for Joint Venture

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise

Mr/Ms _____, an authorised signatory of the company

_____, acting in the capacity of lead

partner, to sign all documents in connection with the tender offer for Contract _____

_____ and any contract resulting from it on our behalf.

This authorisation is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.

Furthermore we attach to this Schedule a copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners.

Name of firm	Address	Authorising signature, name (in caps) and capacity

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D. Certificate for Sole Proprietor

I, _____, hereby confirm that I am the sole owner of the business trading as _____.

Signed

Date

Name

Position

Sole Proprietor

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T2.2-08: Record of Addenda to Tender Documents

This schedule as submitted confirms that the following communications received from the *Employer* before the submission of this tender offer, amending the tender documents, have been taken into account in this specific tender offer:

	Date	Title or Details
1		
2		
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10		
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Attach additional pages if more space is required.

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T2.2-09 Letter/s of Good Standing with the Workmen's Compensation Fund

Attached to this schedule is the Letter/s of Good Standing.

- 1.
- 2.
- 3.
- 4.

Name of Company/Members of Joint Venture:

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T2.2-10: Risk Elements

Tenderers to identify and evaluate the potential risk elements associated with the Works and possible mitigation thereof. The risk elements and the mitigation as identified thereof by the Tenderer are to be submitted.

If No Risks are identified "No Risks" must be stated on this schedule.

Tenderers are also to evaluate any risk/s stated by the *Employer* in Contract Data Part C1, and provide possible mitigation thereof.

Tenders to note: Notwithstanding this information, all costs related to risk elements which are at the Contractor's risk are deemed to be included in the tenderer's offered total of the Prices.

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The Tenderer to submit a list of all Equipment and other resources that will be used to execute the *works* as described in the Works Information.

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T2.2-12: Schedule of Proposed Subcontractors

The tenderer is required to provide details of all the sub-contractors that will be utilised in the execution of the *works*.

Note to tenderers:

- A tenderer may not be awarded points for B-BBEE status level of contributor if the tender documents indicate that the tenderer intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points that the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.
- A person awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor that the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the contract.

Tenderer to note that after award, any deviations from this list of proposed sub-contractors will be subject to acceptance by the *Project Manager* in terms of the Conditions of Contract.

Provide information of the Sub-contractors below:

Name of Proposed Subcontractor			Address		Nature of work		Amount of Worked	Percentage of work
% Black Owned	EME	QSE	Youth	Women	Disabilities	Rural/ Underdeveloped areas/ Townships	Military Veterans	
	☐	☐	☐	☐	☐	☐	☐	

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Name of Proposed Subcontractor			Address		Nature of work		Amount of Worked	Percentage of work
% Black Owned	EME	QSE	Youth	Women	Disabilities	Rural/ Underdeveloped areas/ Townships	Military Veterans	
☐	☐	☐	☐	☐	☐	☐	☐	

Name of Proposed Subcontractor			Address		Nature of work		Amount of Worked	Percentage of work
% Black Owned	EME	QSE	Youth	Women	Disabilities	Rural/ Underdeveloped areas/ Townships	Military Veterans	
☐	☐	☐	☐	☐	☐	☐	☐	

Name of Proposed Subcontractor			Address		Nature of work		Amount of Worked	Percentage of work
% Black Owned	EME	QSE	Youth	Women	Disabilities	Rural/ Underdeveloped areas/ Townships	Military Veterans	
☐	☐	☐	☐	☐	☐	☐	☐	

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Tenderers to indicate their Site establishment area requirements:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

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T2.2-14: Capacity and Ability to meet Delivery Schedule

Note to tenderers:

The Tenderer is required to demonstrate to the *Employer* that the tenderer has sufficient current and future capacity to carry out the work as detailed in the Works Information and that the tenderer has the capacity and plans in place to meet the required delivery schedule as required. To this end, the following must be provided by the Tenderer:

A schedule detailing the following:

- Maximum quantity of work concurrently performed by the Tenderer in the recent past in order to illustrate his potential capacity to design, fabricate and/or construct work of a similar nature;
- Current and future work on his order book, showing quantity and type of equipment;
- Quantity of work for which the Tenderer has tenders in the market or is currently tendering on;
- The work as covered in this Works Information, planned and scheduled as per the Tenderer's capacities and methods but meeting the required delivery schedule.

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T2.2-15 : ANNEX G Compulsory Enterprise Questionnaire

The following particulars hereunder must be furnished.

In the case of a Joint Venture, separate enterprise questionnaires in respect of each partner/member must be completed and submitted.

Section 1: Name of enterprise: _____

Section 2: VAT registration number, if any: _____

Section 3: CIDB registration number, if any: _____

Section 4: CSD number: _____

Section 5: Particulars of sole proprietors and partners in partnerships

Name	Identity number	Personal income tax number

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 6: Particulars of companies and close corporations

Company registration number _____

Close corporation number _____

Tax reference number: _____

Section 7: The attached SBD4 must be completed for each tender and be attached as a tender requirement.

Section 8: The attached SBD 6 must be completed for each tender and be attached as a requirement.

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The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed

Date

Name

Position

Enterprise
name

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SBD 6.1**PREFERENCE POINTS CLAIM FORM**

This preference form must form part of all bids invited. It contains general information and serves as a claim for preference points for Broad-Based Black Economic Empowerment [**B-BBEE**] Status Level of Contribution.

Transnet will award preference points to companies who provide valid proof of their B-BBEE status using either the latest version of the generic Codes of Good Practice or Sector Specific Codes (if applicable).

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable. Despite the stipulated preference point system, Transnet shall use the lowest acceptable bid to determine the applicable preference point system in a situation where all received acceptable bids are received outside the stated preference point system.
- 1.3 Preference points for this bid shall be awarded for:
- (a) Price; and
 - (b) B-BBEE Status Level of Contribution.

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1.4 The maximum points for this bid are allocated as follows:

		POINTS
PRICE		80
B-BBEE STATUS LEVEL OF CONTRIBUTION		20
Selected Specific Goal	Number of points allocated (80/20)	
B-BBEE Level of contributor – Level 1 or level 2	5	
Black Owned EMEs or QSE (51% BO)	5	
Regional Procurement	10	
Non-Compliant and/or B-BBEE Level 3-8 contributors	0	
Total points for Price and B-BBEE must not exceed		100

1.5 Failure on the part of a bidder to submit proof of B-BBEE status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued

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in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- (d) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the supply/provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- (e) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (f) **"EME"** means an Exempted Micro Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (g) **"functionality"** means the ability of a bidder to provide goods or services in accordance with specification as set out in the bid documents
- (h) **"Price"** includes all applicable taxes less all unconditional discounts.
- (i) **"Proof of B-BBEE Status Level of Contributor"**
 - i) the B-BBEE status level certificate issued by an authorised body or person;
 - ii) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
 - iii) any other requirement prescribed in terms of the B-BBEE Act.
- (j) **"QSE"** means a Qualifying Small Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (k) **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties.

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

- P_s = Points scored for comparative price of bid under consideration
- P_t = Comparative price of bid under consideration

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P_{min} = Comparative price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

- 4.1 preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

Selected Specific Goal	Number of points allocated (80/20)
B-BBEE Level of contributor – Level 1 or level 2	5
Black Owned EMEs or QSE (51% BO)	5
Regional Procurement	10
Non-Compliant and/or B-BBEE Level 3-8 contributors	0

5. EVIDENCE REQUIRED FOR CLAIMING SPECIFIC GOALS

- 5.1 In terms of Transnet Preferential Procurement Policy (TPPP) and Procurement Manuals, preference points must be awarded to a bidder for providing evidence in accordance with the table below:

Specific Goals	Acceptable Evidence
B-BBEE	B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline
EME or QSE 51% Black Owned	B-BBEE Certificate / Sworn-Affidavit / CIPC Certificate
The promotion of enterprises located in a specific province/region/municipal area for work to be done or services to be rendered in that province/region/municipal area	CIPC – B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines and Proof Registered address of entity

- 5.2 The table below indicates the required proof of B-BBEE status depending on the category of enterprises:

Enterprise	B-BBEE Certificate & Sworn Affidavit
Large	Certificate issued by SANAS accredited verification agency

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QSE	Certificate issued by SANAS accredited verification agency Sworn Affidavit signed by the authorised QSE representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership (only black-owned QSEs - 51% to 100% Black owned) [Sworn affidavits must substantially comply with the format that can be obtained on the DTI's website at www.dti.gov.za/economic_empowerment/bee_codes.jsp.]
EME¹	Sworn Affidavit signed by the authorised EME representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership Certificate issued by CIPC (formerly CIPRO) confirming annual turnover and black ownership Certificate issued by SANAS accredited verification agency only if the EME is being measured on the QSE scorecard

- 5.3 A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level verification certificate for every separate bid.
- 5.4 Tertiary Institutions and Public Entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.5 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.6 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

¹ In terms of the Implementation Guide: Preferential Procurement Regulations, 2017, Version 2, paragraph 11.11 provides that in the Transport Sector, EMEs can provide a letter from accounting officer or get verified and be issued with a B-BBEE certificate by SANAS accredited professional or agency as the Transport Sector Code has not been aligned to the generic Codes. EMEs in the Transport Sector are not allowed to provide a sworn affidavit as the generic codes are not applicable to them.

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- 5.7 Bidders are to note that the rules pertaining to B-BBEE verification and other B-BBEE requirements may be changed from time to time by regulatory bodies such as National Treasury or the DTI. It is the Bidder's responsibility to ensure that his/her bid complies fully with all B-BBEE requirements at the time of the submission of the bid.

6. BID DECLARATION

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 6.1

- 7.1 B-BBEE Status Level of Contribution: . =(maximum of 20 points)
(Points claimed in respect of paragraph 6.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

8. SUB-CONTRACTING

- 8.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES		NO	
-----	--	----	--

- 8.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE.

(Tick applicable box)

YES		NO	
-----	--	----	--

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9. DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:.....

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

9.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional Supplier/Service provider
- ☐ Other Suppliers/Service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business:.....

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

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- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If a bidder submitted false information regarding its B-BBEE status level of contributor,, which will affect or has affected the evaluation of a bid, or where a bidder has failed to declare any subcontracting arrangements or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) if the successful bidder subcontracted a portion of the bid to another person without disclosing it, Transnet reserves the right to penalise the bidder up to 10 percent of the value of the contract;
 - (e) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - (f) forward the matter for criminal prosecution.

WITNESSES

1.

2.

.....

SIGNATURE(S) OF BIDDERS(S)

DATE:

.....

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SBD4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest² in the enterprise,

employed by the state?

YES/NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

² the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

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Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.2 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

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3 DECLARATION

I, _____ the _____ undersigned,
(name)..... in submitting
the accompanying bid, do hereby make the following statements that I certify to
be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

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T2.2 – 16 NON-DISCLOSURE AGREEMENT

Note to tenderers: This Non-Disclosure Agreement is to be completed and signed by an authorised signatory:

THIS AGREEMENT is made effective as of day of 20..... by and between:

TRANSNET SOC LTD

(Registration No. 1990/000900/30), a company incorporated and existing under the laws of South Africa, having its principal place of business at Transnet Corporate Centre 138 Eloff Street , Braamfontein , Johannesburg 2000

and

(Registration No.), a private company incorporated and existing under the laws of South Africa having its principal place of business at

WHEREAS

Transnet and the Company wish to exchange Information [as defined below] and it is envisaged that each party may from time to time receive Information relating to the other in respect thereof. In consideration of each party making available to the other such Information, the parties jointly agree that any dealings between them shall be subject to the terms and conditions of this Agreement which themselves will be subject to the parameters of the Tender Document.

IT IS HEREBY AGREED

1. INTERPRETATION

In this Agreement:

- 1.1 **Agents** mean directors, officers, employees, agents, professional advisers, contractors or sub-contractors, or any Group member;
- 1.2 **Bid or Bid Document** (hereinafter Tender) means Transnet's Request for Information [**RFI**] Request for Proposal [**RFP**] or Request for Quotation [**RFQ**], as the case may be;
- 1.3 **Confidential Information** means any information or other data relating to one party [the **Disclosing Party**] and/or the business carried on or proposed or intended to be carried on by that party and which

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is made available for the purposes of the Bid to the other party [the **Receiving Party**] or its Agents by the Disclosing Party or its Agents or recorded in agreed minutes following oral disclosure and any other information otherwise made available by the Disclosing Party or its Agents to the Receiving Party or its Agents, whether before, on or after the date of this Agreement, and whether in writing or otherwise, including any information, analysis or specifications derived from, containing or reflecting such information but excluding information which:

- 1.3.1 is publicly available at the time of its disclosure or becomes publicly available [other than as a result of disclosure by the Receiving Party or any of its Agents contrary to the terms of this Agreement]; or
- 1.3.2 was lawfully in the possession of the Receiving Party or its Agents [as can be demonstrated by its written records or other reasonable evidence] free of any restriction as to its use or disclosure prior to its being so disclosed; or
- 1.3.3 following such disclosure, becomes available to the Receiving Party or its Agents [as can be demonstrated by its written records or other reasonable evidence] from a source other than the Disclosing Party or its Agents, which source is not bound by any duty of confidentiality owed, directly or indirectly, to the Disclosing Party in relation to such information;
- 1.4 **Group** means any subsidiary, any holding company and any subsidiary of any holding company of either party; and
- 1.5 **Information** means all information in whatever form including, without limitation, any information relating to systems, operations, plans, intentions, market opportunities, know-how, trade secrets and business affairs whether in writing, conveyed orally or by machine-readable medium.

2. CONFIDENTIAL INFORMATION

- 2.1 All Confidential Information given by one party to this Agreement [the **Disclosing Party**] to the other party [the **Receiving Party**] will be treated by the Receiving Party as secret and confidential and will not, without the Disclosing Party's written consent, directly or indirectly communicate or disclose [whether in writing or orally or in any other manner] Confidential Information to any other person other than in accordance with the terms of this Agreement.
- 2.2 The Receiving Party will only use the Confidential Information for the sole purpose of technical and commercial discussions between the parties in relation to the Tender or for the subsequent performance of any contract between the parties in relation to the Tender.
- 2.3 Notwithstanding clause 2.1 above, the Receiving Party may disclose Confidential Information:
 - 2.3.1 to those of its Agents who strictly need to know the Confidential Information for the sole purpose set out in clause 2.2 above, provided that the Receiving Party shall ensure that such Agents are made aware prior to the disclosure of any part of the Confidential Information that the same is confidential and that they owe a duty of confidence to the Disclosing Party. The Receiving Party



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- shall at all times remain liable for any actions of such Agents that would constitute a breach of this Agreement; or
- 2.3.2 to the extent required by law or the rules of any applicable regulatory authority, subject to clause 2.4 below.
- 2.4 In the event that the Receiving Party is required to disclose any Confidential Information in accordance with clause 2.3.2 above, it shall promptly notify the Disclosing Party and cooperate with the Disclosing Party regarding the form, nature, content and purpose of such disclosure or any action which the Disclosing Party may reasonably take to challenge the validity of such requirement.
- 2.5 In the event that any Confidential Information shall be copied, disclosed or used otherwise than as permitted under this Agreement then, upon becoming aware of the same, without prejudice to any rights or remedies of the Disclosing Party, the Receiving Party shall as soon as practicable notify the Disclosing Party of such event and if requested take such steps [including the institution of legal proceedings] as shall be necessary to remedy [if capable of remedy] the default and/or to prevent further unauthorised copying, disclosure or use.
- 2.6 All Confidential Information shall remain the property of the Disclosing Party and its disclosure shall not confer on the Receiving Party any rights, including intellectual property rights over the Confidential Information whatsoever, beyond those contained in this Agreement.

3. RECORDS AND RETURN OF INFORMATION

- 3.1 The Receiving Party agrees to ensure proper and secure storage of all Information and any copies thereof.
- 3.2 The Receiving Party shall keep a written record, to be supplied to the Disclosing Party upon request, of the Confidential Information provided and any copies made thereof and, so far as is reasonably practicable, of the location of such Confidential Information and any copies thereof.
- 3.3 The Company shall, within 7 [seven] days of receipt of a written demand from Transnet:
- 3.3.1 return all written Confidential Information [including all copies]; and
- 3.3.2 expunge or destroy any Confidential Information from any computer, word processor or other device whatsoever into which it was copied, read or programmed by the Company or on its behalf.
- 3.4 The Company shall on request supply a certificate signed by a director as to its full compliance with the requirements of clause 3.3.2 above.

4. ANNOUNCEMENTS

- 4.1 Neither party will make or permit to be made any announcement or disclosure of its prospective interest in the Tender without the prior written consent of the other party.
- 4.2 Neither party shall make use of the other party's name or any information acquired through its dealings with the other party for publicity or marketing purposes without the prior written consent of the other party.

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5. DURATION

The obligations of each party and its Agents under this Agreement shall survive the termination of any discussions or negotiations between the parties regarding the Tender and continue thereafter for a period of 5 [five] years.

6. PRINCIPAL

Each party confirms that it is acting as principal and not as nominee, agent or broker for any other person and that it will be responsible for any costs incurred by it or its advisers in considering or pursuing the Tender and in complying with the terms of this Agreement.

7. ADEQUACY OF DAMAGES

Nothing contained in this Agreement shall be construed as prohibiting the Disclosing Party from pursuing any other remedies available to it, either at law or in equity, for any such threatened or actual breach of this Agreement, including specific performance, recovery of damages or otherwise.

8. PRIVACY AND DATA PROTECTION

8.1 The Receiving Party undertakes to comply with South Africa's general privacy protection in terms Section 14 of the Bill of Rights in connection with this Tender and shall procure that its personnel shall observe the provisions of such Act [as applicable] or any amendments and re-enactments thereof and any regulations made pursuant thereto.

8.2 The Receiving Party warrants that it and its Agents have the appropriate technical and organisational measures in place against unauthorised or unlawful processing of data relating to the Tender and against accidental loss or destruction of, or damage to such data held or processed by them.

9. GENERAL

9.1 Neither party may assign the benefit of this Agreement, or any interest hereunder, except with the prior written consent of the other, save that Transnet may assign this Agreement at any time to any member of the Transnet Group.

9.2 No failure or delay in exercising any right, power or privilege under this Agreement will operate as a waiver of it, nor will any single or partial exercise of it preclude any further exercise or the exercise of any right, power or privilege under this Agreement or otherwise.

9.3 The provisions of this Agreement shall be severable in the event that any of its provisions are held by a court of competent jurisdiction or other applicable authority to be invalid, void or otherwise unenforceable, and the remaining provisions shall remain enforceable to the fullest extent permitted by law.

9.4 This Agreement may only be modified by a written agreement duly signed by persons authorised on behalf of each party.



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- 9.5 Nothing in this Agreement shall constitute the creation of a partnership, joint venture or agency between the parties.
- 9.6 This Agreement will be governed by and construed in accordance with South African law and the parties irrevocably submit to the exclusive jurisdiction of the South African courts.

Signed

Date

Name

Position

Tenderer

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T2.2-17: RFP DECLARATION FORM

NAME OF COMPANY:

We _____ do hereby
certify that:

1. Transnet has supplied and we have received appropriate tender offers to any/all questions (as applicable) which were submitted by ourselves for tender clarification purposes;
2. we have received all information we deemed necessary for the completion of this Tender;
3. at no stage have we received additional information relating to the subject matter of this tender from Transnet sources, other than information formally received from the designated Transnet contact(s) as nominated in the tender documents;
4. we are satisfied, insofar as our company is concerned, that the processes and procedures adopted by Transnet in issuing this tender and the requirements requested from tenderers in responding to this tender have been conducted in a fair and transparent manner; and
5. furthermore, we acknowledge that a direct relationship exists between a family member and/or an owner / member / director / partner / shareholder (unlisted companies) of our company and an employee or board member of the Transnet Group as indicated below: *[Respondent to indicate if this section is not applicable]*

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FULL NAME OF OWNER/MEMBER/DIRECTOR/

PARTNER/SHAREHOLDER:

ADDRESS:

Indicate nature of relationship with Transnet:

[Failure to furnish complete and accurate information in this regard may lead to the disqualification of your response and may preclude a Respondent from doing future business with Transnet]

We declare, to the extent that we are aware or become aware of any relationship between ourselves and Transnet (other than any existing and appropriate business relationship with Transnet) which could unfairly advantage our company in the forthcoming adjudication process, we shall notify Transnet immediately in writing of such circumstances. We accept that any dispute pertaining to this tender will be resolved through the Ombudsman process and will be subject to the Terms of Reference of the Ombudsman. The Ombudsman process must first be exhausted before judicial review of a decision is sought. (Refer "Important Notice to respondents" below).

6. We further accept that Transnet reserves the right to reverse a tender award or decision based on the recommendations of the Ombudsman

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without having to follow a formal court process to have such award or decision set aside.

7. We have acquainted ourselves and agree with the content of T2.2-20 "Service Provider Integrity Pact".

8.

For and on behalf of duly authorised thereto
Name:
Signature:
Date:

IMPORTANT NOTICE TO TENDERERS

- Transnet has appointed a Procurement Ombudsman to investigate any material complaint in respect of tenders exceeding R5,000,000.00 (five million S.A. Rand) in value. Should a Tenderer have any material concern regarding an tender process which meets this value threshold, a complaint may be lodged with Transnet's Procurement Ombudsman for further investigation.
- It is incumbent on the Tenderer to familiarise himself/herself with the Terms of Reference for the Transnet Procurement Ombudsman, details of which are available for review at Transnet's website www.transnet.net.
- An official complaint form may be downloaded from this website and submitted, together with any supporting documentation, within the prescribed period, to procurement.ombud@transnet.net

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- For transactions below the R5,000,000.00 (five million S.A. Rand) threshold, a complaint may be lodged with the Chief Procurement Officer of the relevant Transnet Operating Division.
- All Tenderers should note that a complaint must be made in good faith. If a complaint is made in bad faith, Transnet reserves the right to place such a tenderer on its List of Excluded Bidder.

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T2.2-18: REQUEST FOR PROPOSAL – BREACH OF LAW

NAME OF COMPANY:

I / We _____ do hereby certify that ***I/we have/have not been*** found guilty during the preceding 5 (five) years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Tenderer is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences.

Where found guilty of such a serious breach, please disclose:

NATURE OF BREACH:

_____DATE OF BREACH:

Furthermore, I/we acknowledge that Transnet SOC Ltd reserves the right to exclude any Tenderer from the tendering process, should that person or company have been found guilty of a serious breach of law, tribunal or regulatory obligation.

Signed on this _____ day of _____ 20____

SIGNATURE OF TENDER

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T2.2-19: Certificate of Acquaintance with Tender Documents

NAME OF TENDERING ENTITY:

1. By signing this certificate, I/we acknowledge that I/we have made myself/ourselves thoroughly familiar with, and agree with all the conditions governing this RFQ. This includes those terms and conditions of the Contract, the Supplier Integrity Pact, Non-Disclosure Agreement etc. contained in any printed form stated to form part of the documents thereof, but not limited to those listed in this clause.
2. I/we furthermore agree that Transnet SOC Ltd shall recognise no claim from me/us for relief based on an allegation that I/we overlooked any tender/contract condition or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.
3. I/we understand that the accompanying Tender will be disqualified if this Certificate is found not to be true and complete in every respect.
4. For the purposes of this Certificate and the accompanying Tender, I/we understand that the word "competitor" shall include any individual or organisation, other than the Tenderer, whether affiliated with the Tenderer, who:
 - a) has been requested to submit a Tender in response to this Tender invitation.
 - b) could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities or experience; and
 - c) provides the same Services as the Tenderer and/or is in the same line of business as the Tenderer
5. The Tenderer has arrived at the accompanying Tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive Tendering.
6. In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

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- a) prices;
 - b) geographical area where Services will be rendered [market allocation]
 - c) methods, factors or formulas used to calculate prices;
 - d) the intention or decision to submit or not to submit, a Tender;
 - e) the submission of a tender which does not meet the specifications and conditions of the tender; or
 - f) Tendering with the intention not winning the tender.
7. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the Services to which this tender relates.
8. The terms of the accompanying tender have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.
9. I/We am/are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and/or may be reported to the National Prosecuting Authority [NPA] for criminal investigation. In addition, Tenderers that submit suspicious tenders may be restricted from conducting business with the public sector for a period not exceeding 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Signed on this _____ day of _____ 20____

SIGNATURE OF TENDERER

CPM 2020 Rev 01

Part T2: Returnable Schedules

Certificate of Acquaintance with

Tender Documents

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T2.2-20 Service Provider Integrity Pact

Important Note: All potential tenderers must read this document and certify in the RFP Declaration Form that they have acquainted themselves with and agree with the content.

The contract with the successful tenderer will automatically incorporate this Integrity Pact and shall be deemed as part of the final concluded contract.

INTEGRITY PACT

Between

TRANSNET SOC LTD

Registration Number: 1990/000900/30

("Transnet")

and

The Contractor (hereinafter referred to as the "Tenderer/Service Providers/Contractor")

PREAMBLE

Transnet values full compliance with all relevant laws and regulations, ethical standards and the principles of economical use of resources, fairness and transparency in its relations with its Tenderers/Service Providers/Contractors.

In order to achieve these goals, Transnet and the Tenderer/Service Provider/Contractor hereby enter into this agreement hereinafter referred to as the "Integrity Pact" which will form part of the Tenderer's/Service Provider's/Contractor's application for registration with Transnet as a vendor.

The general purpose of this Integrity Pact is to agree on avoiding all forms of dishonesty, fraud and corruption by following a system that is fair, transparent and free from any undue influence prior to, during and subsequent to the currency of any procurement and/or reverse logistics event and any further contract to be entered into between the Parties, relating to such event.

All Tenderers/Service Providers/Contractor's will be required to sign and comply with undertakings contained in this Integrity Pact, should they want to be registered as a Transnet vendor.

Service Provider Integrity Pact

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1 OBJECTIVES

- 1.1 Transnet and the Tenderer/Service Provider/Contractor agree to enter into this Integrity Pact, to avoid all forms of dishonesty, fraud and corruption including practices that are anti-competitive in nature, negotiations made in bad faith and under-pricing by following a system that is fair, transparent and free from any influence/unprejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:
- a) Enable Transnet to obtain the desired contract at a reasonable and competitive price in conformity to the defined specifications of the works, goods and services; and
 - b) Enable Tenderers/Service Providers/Contractors to abstain from bribing or participating in any corrupt practice in order to secure the contract.

2 COMMITMENTS OF TRANSNET

Transnet commits to take all measures necessary to prevent dishonesty, fraud and corruption and to observe the following principles:

- 2.1 Transnet hereby undertakes that no employee of Transnet connected directly or indirectly with the sourcing event and ensuing contract, will demand, take a promise for or accept directly or through intermediaries any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the Tenderer, either for themselves or for any person, organisation or third party related to the contract in exchange for an advantage in the tendering process, Tender evaluation, contracting or implementation process related to any contract.
- 2.2 Transnet will, during the registration and tendering process treat all Tenderers/Service Providers/Contractor with equity, transparency and fairness. Transnet will in particular, before and during the registration process, provide to all Tenderers/Service Providers/Contractors the same information and will not provide to any Tenderers/Service Providers/Contractors confidential/additional information through which the Tenderers/Service Providers/Contractors could obtain an advantage in relation to any tendering process.
- 2.3 Transnet further confirms that its employees will not favour any prospective Tenderers/Service Providers/Contractors in any form that could afford an undue advantage to a particular Tenderer during the tendering stage and will further treat all Tenderers/Service Providers/Contractors participating in the tendering process in a fair manner.

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- 2.4 Transnet will exclude from the tender process such employees who have any personal interest in the Tenderers/Service Providers/Contractors participating in the tendering process.

3 OBLIGATIONS OF THE TENDERER / SERVICE PROVIDER

- 3.1 Transnet has a '**Zero Gifts**' Policy. No employee is allowed to accept gifts, favours or benefits.

- a) Transnet officials and employees **shall not** solicit, give or accept, or from agreeing to solicit, give, accept or receive directly or indirectly, any gift, gratuity, favour, entertainment, loan, or anything of monetary value, from any person or juridical entities in the course of official duties or in connection with any operation being managed by, or any transaction which may be affected by the functions of their office.
- b) Transnet officials and employees **shall not** solicit or accept gifts of any kind, from vendors, suppliers, customers, potential employees, potential vendors, and suppliers, or any other individual or organisation irrespective of the value.
- c) Under **no circumstances** should gifts, business courtesies or hospitality packages be accepted from or given to prospective suppliers participating in a tender process at the respective employee's Operating Division, regardless of retail value.
- d) Gratuities, bribes or kickbacks of any kind must never be solicited, accepted or offered, either directly or indirectly. This includes money, loans, equity, special privileges, personal favours, benefit or services. Such favours will be considered to constitute corruption.

- 3.2 The Tenderer/Service Provider/Contractor commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its Tender or during any ensuing contract stage in order to secure the contract or in furtherance to secure it and in particular the Tenderer/Service Provider/Contractor commits to the following:

- a) The Tenderer/Service Provider/Contractor will not, directly or through any other person or firm, offer, promise or give to Transnet or to any of Transnet's employees involved in the tendering process or to any third person any material or other benefit or payment, in order to obtain in exchange an advantage during the tendering process; and
- b) The Tenderer/Service Provider/Contractor will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or

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inducement to any employee of Transnet, connected directly or indirectly with the tendering process, or to any person, organisation or third party related to the contract in exchange for any advantage in the tendering, evaluation, contracting and implementation of the contract.

- 3.3 The Tenderer/Service Provider/Contractor will not collude with other parties interested in the contract to preclude a competitive Tender price, impair the transparency, fairness and progress of the tendering process, Tender evaluation, contracting and implementation of the contract. The Tenderer / Service Provider further commits itself to delivering against all agreed upon conditions as stipulated within the contract.
- 3.4 The Tenderer/Service Provider/Contractor will not enter into any illegal or dishonest agreement or understanding, whether formal or informal with other Tenderers/Service Providers/Contractors. This applies in particular to certifications, submissions or non-submission of documents or actions that are restrictive or to introduce cartels into the tendering process.
- 3.5 The Tenderer/Service Provider/Contractor will not commit any criminal offence under the relevant anti-corruption laws of South Africa or any other country. Furthermore, the Tenderer/Service Provider/Contractor will not use for illegitimate purposes or for restrictive purposes or personal gain, or pass on to others, any information provided by Transnet as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- 3.6 A Tenderer/Service Provider/Contractor of foreign origin shall disclose the name and address of its agents or representatives in South Africa, if any, involved directly or indirectly in the registration or tendering process. Similarly, the Tenderer / Service Provider / Contractor of South African nationality shall furnish the name and address of the foreign principals, if any, involved directly or indirectly in the registration or tendering process.
- 3.7 The Tenderer/Service Provider/Contractor will not misrepresent facts or furnish false or forged documents or information in order to influence the tendering process to the advantage of the Tenderer/Service Provider/Contractor or detriment of Transnet or other competitors.
- 3.8 Transnet may require the Tenderer/Service Provider/Contractor to furnish Transnet with a copy of its code of conduct. Such code of conduct must address the compliance programme for the implementation of the code of conduct and reject the use of bribes and other dishonest and unethical conduct.

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- 3.9 The Tenderer/Service Provider/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 3.10 The Tenderer/Service Provider/Contractor confirms that they will uphold the ten principles of the United Nations Global Compact (UNGC) in the fields of Human Rights, Labour, Anti-Corruption and the Environment when undertaking business with Transnet as follows:
- a) Human Rights
- Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and
 - Principle 2: make sure that they are not complicit in human rights abuses.
- b) Labour
- Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
 - Principle 4: the elimination of all forms of forced and compulsory labour;
 - Principle 5: the effective abolition of child labour; and
 - Principle 6: the elimination of discrimination in respect of employment and occupation.
- c) Environment
- Principle 7: Businesses should support a precautionary approach to environmental challenges;
 - Principle 8: undertake initiatives to promote greater environmental responsibility; and
 - Principle 9: encourage the development and diffusion of environmentally friendly technologies.
- d) Anti-Corruption
- Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

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4 INDEPENDENT TENDERING

- 4.1 For the purposes of that Certificate in relation to any submitted Tender, the Tenderer declares to fully understand that the word "competitor" shall include any individual or organisation, other than the Tenderer, whether or not affiliated with the Tenderer, who:
- a) has been requested to submit a Tender in response to this Tender invitation;
 - b) could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities or experience; and
 - c) provides the same Goods and Services as the Tenderer and/or is in the same line of business as the Tenderer.
- 4.2 The Tenderer has arrived at his submitted Tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium will not be construed as collusive tendering.
- 4.3 In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- a) prices;
 - b) geographical area where Goods or Services will be rendered [market allocation];
 - c) methods, factors or formulas used to calculate prices;
 - d) the intention or decision to submit or not to submit, a Tender;
 - e) the submission of a Tender which does not meet the specifications and conditions of the RFP; or
 - f) tendering with the intention of not winning the Tender.
- 4.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the Goods or Services to which his/her tender relates.
- 4.5 The terms of the Tender as submitted have not been, and will not be, disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official Tender opening or of the awarding of the contract.
- 4.6 Tenderers are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Tenders and contracts,
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Tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and/or may be reported to the National Prosecuting Authority [**NPA**] for criminal investigation and/or may be restricted from conducting business with the public sector for a period not exceeding 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

- 4.7 Should the Tenderer find any terms or conditions stipulated in any of the relevant documents quoted in the Tender unacceptable, it should indicate which conditions are unacceptable and offer alternatives by written submission on its company letterhead, attached to its submitted Tender. Any such submission shall be subject to review by Transnet's Legal Counsel who shall determine whether the proposed alternative(s) are acceptable or otherwise, as the case may be.

5 DISQUALIFICATION FROM TENDERING PROCESS

- 5.1 If the Tenderer/Service Provider/Contractor has committed a transgression through a violation of section 3 of this Integrity Pact or in any other form such as to put its reliability or credibility as a Tenderer/Service Provider/Contractor into question, Transnet may reject the Tenderer's / Service Provider's / Contractor's application from the registration or tendering process and remove the Tenderer/Service Provider/Contractor from its database, if already registered.
- 5.2 If the Tenderer/Service Provider/Contractor has committed a transgression through a violation of section 3, or any material violation, such as to put its reliability or credibility into question. Transnet may after following due procedures and at its own discretion also exclude the Tenderer/Service Provider /Contractor from future tendering processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, which will include amongst others the number of transgressions, the position of the transgressors within the company hierarchy of the Tenderer/Service Provider/Contractor and the amount of the damage. The exclusion will be imposed for up to a maximum of 10 (ten) years. However, Transnet reserves the right to impose a longer period of exclusion, depending on the gravity of the misconduct.
- 5.3 If the Tenderer/Service Provider/Contractor can prove that it has restored the damage caused by it and has installed a suitable corruption prevention system, or taken other remedial measures as the circumstances of the case may require,

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Transnet may at its own discretion revoke the exclusion or suspend the imposed penalty.

6 TRANSNET'S LIST OF EXCLUDED TENDERERS (BLACKLIST)

- 6.1 The process of restriction is used to exclude a company/person from conducting future business with Transnet and other organs of state for a specified period. No Tender shall be awarded to a Tenderer whose name (or any of its members, directors, partners or trustees) appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National Treasury's List of Restricted Suppliers. Transnet reserves the right to withdraw an award, or cancel a contract concluded with a Tenderer should it be established, at any time, that a tenderer has been restricted with National Treasury by another government institution.
- 6.2 All the stipulations on Transnet's restriction process as laid down in Transnet's Supply Chain Policy and Procurement Procedures Manual (CPM included) are included herein by way of reference. Below follows a condensed summary of this restriction procedure.
- 6.3 On completion of the restriction procedure, Transnet will submit the restricted entity's details (including the identity number of the individuals and registration number of the entity) to National Treasury for placement on National Treasury's Database of Restricted Suppliers for the specified period of exclusion. National Treasury will make the final decision on whether to restrict an entity from doing business with any organ of state for a period not exceeding 10 years and place the entity concerned on the Database of Restricted Suppliers published on its official website.
- 6.4 The decision to restrict is based on one of the grounds for restriction. The standard of proof to commence the restriction process is whether a "*prima facie*" (i.e. on the face of it) case has been established.
- 6.5 Depending on the seriousness of the misconduct and the strategic importance of the Goods/Services, in addition to restricting a company/person from future business, Transnet may decide to terminate some or all existing contracts with the company/person as well.
- 6.6 A Service Provider or Contractor to Transnet may not subcontract any portion of the contract to a blacklisted company.

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- 6.7 Grounds for blacklisting include: If any person/Enterprise which has submitted a Tender, concluded a contract, or, in the capacity of agent or subcontractor, has been associated with such Tender or contract:
- a) Has, in bad faith, withdrawn such Tender after the advertised closing date and time for the receipt of Tenders;
 - b) has, after being notified of the acceptance of his Tender, failed or refused to sign a contract when called upon to do so in terms of any condition forming part of the Tender documents;
 - c) has carried out any contract resulting from such Tender in an unsatisfactory manner or has breached any condition of the contract;
 - d) has offered, promised or given a bribe in relation to the obtaining or execution of the contract;
 - e) has acted in a fraudulent or improper manner or in bad faith towards Transnet or any Government Department or towards any public body, Enterprise or person;
 - f) has made any incorrect statement in a certificate or other communication with regard to the Local Content of his Goods or his B-BBEE status and is unable to prove to the satisfaction of Transnet that:
 - (i) he made the statement in good faith honestly believing it to be correct; and
 - (ii) before making such statement he took all reasonable steps to satisfy himself of its correctness;
 - g) caused Transnet damage, or to incur costs in order to meet the contractor's requirements and which could not be recovered from the contractor;
 - h) has litigated against Transnet in bad faith.
- 6.8 Grounds for blacklisting include a company/person recorded as being a company or person prohibited from doing business with the public sector on National Treasury's database of Restricted Service Providers or Register of Tender Defaulters.
- 6.9 Companies associated with the person/s guilty of misconduct (i.e. entities owned, controlled or managed by such persons), any companies subsequently

Service Provider Integrity Pact

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formed by the person(s) guilty of the misconduct and/or an existing company where such person(s) acquires a controlling stake may be considered for blacklisting. The decision to extend the blacklist to associated companies will be at the sole discretion of Transnet.

7 PREVIOUS TRANSGRESSIONS

- 7.1 The Tenderer/Service Provider/Contractor hereby declares that no previous transgressions resulting in a serious breach of any law, including but not limited to, corruption, fraud, theft, extortion and contraventions of the Competition Act 89 of 1998, which occurred in the last 5 (five) years with any other public sector undertaking, government department or private sector company that could justify its exclusion from its registration on the Tenderer's/Service Provider's/Contractor's database or any tendering process.
- 7.2 If it is found to be that the Tenderer/Service Provider/Contractor made an incorrect statement on this subject, the Tenderer/Service Provider/Contractor can be rejected from the registration process or removed from the Tenderer/Service Provider/Contractor database, if already registered, for such reason (refer to the Breach of Law Returnable Form contained in the document.)

8 SANCTIONS FOR VIOLATIONS

- 8.1 Transnet shall also take all or any one of the following actions, wherever required to:
- a) Immediately exclude the Tenderer/Service Provider/Contractor from the tendering process or call off the pre-contract negotiations without giving any compensation the Tenderer/Service Provider/Contractor. However, the proceedings with the other Tenderer/Service Provider/Contractor may continue;
 - b) Immediately cancel the contract, if already awarded or signed, without giving any compensation to the Tenderer/Service Provider/Contractor;
 - c) Recover all sums already paid by Transnet;
 - d) Encash the advance bank guarantee and performance bond or warranty bond, if furnished by the Tenderer/Service Provider/Contractor, in order to recover the payments, already made by Transnet, along with interest;
 - e) Cancel all or any other contracts with the Tenderer/Service Provider/Contractor; and
 - f) Exclude the Tenderer/Service Provider/Contractor from entering into any Tender with Transnet in future.

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9 CONFLICTS OF INTEREST

9.1 A conflict of interest includes, inter alia, a situation in which:

- a) A Transnet employee has a personal financial interest in a tendering / supplying entity; and
- b) A Transnet employee has private interests or personal considerations or has an affiliation or a relationship which affects, or may affect, or may be perceived to affect his / her judgment in action in the best interest of Transnet, or could affect the employee's motivations for acting in a particular manner, or which could result in, or be perceived as favouritism or nepotism.

9.2 A Transnet employee uses his / her position, or privileges or information obtained while acting in the capacity as an employee for:

- a) Private gain or advancement; or
- b) The expectation of private gain, or advancement, or any other advantage accruing to the employee must be declared in a prescribed form.

Thus, conflicts of interest of any Tender committee member or any person involved in the sourcing process must be declared in a prescribed form.

9.3 If a Tenderer/Service Provider/Contractor has or becomes aware of a conflict of interest i.e. a family, business and / or social relationship between its owner(s)/ member(s)/director(s)/partner(s)/shareholder(s) and a Transnet employee/ member of Transnet's Board of Directors in respect of a Tender which will be considered for the Tender process, the Tenderer/Service Provider/ Contractor:

- a) must disclose the interest and its general nature, in the Request for Proposal ("RFX") declaration form; or
- b) must notify Transnet immediately in writing once the circumstances has arisen.

9.4 The Tenderer/Service Provider/Contractor shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any committee member or any person involved in the sourcing process, where this is done, Transnet shall be entitled forthwith to rescind the contract and all other contracts with the Tenderer/Service Provider/Contractor.

10 DISPUTE RESOLUTION

10.1 Transnet recognises that trust and good faith are pivotal to its relationship with its Tenderer / Service Provider / Contractor. When a dispute arises between Transnet and its Tenderer / Service Provider / Contractor, the parties should use their best endeavours to resolve the dispute in an amicable manner, whenever

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possible. Litigation in bad faith negates the principles of trust and good faith on which commercial relationships are based. Accordingly, following a blacklisting process as mentioned in paragraph 6 above, Transnet will not do business with a company that litigates against it in bad faith or is involved in any action that reflects bad faith on its part. Litigation in bad faith includes, but is not limited to the following instances:

- a) **Vexatious proceedings:** these are frivolous proceedings which have been instituted without proper grounds;
- b) **Perjury:** where a Tenderer / Service Provider / Contractor make a false statement either in giving evidence or on an affidavit;
- c) **Scurrilous allegations:** where a Tenderer / Service Provider / Contractor makes allegations regarding a senior Transnet employee which are without proper foundation, scandalous, abusive or defamatory; and
- d) **Abuse of court process:** when a Tenderer / Service Provider / Contractor abuses the court process in order to gain a competitive advantage during a Tender process.

11 GENERAL

- 11.1 This Integrity Pact is governed by and interpreted in accordance with the laws of the Republic of South Africa.
- 11.2 The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the law relating to any civil or criminal proceedings.
- 11.3 The validity of this Integrity Pact shall cover all the tendering processes and will be valid for an indefinite period unless cancelled by either Party.
- 11.4 Should one or several provisions of this Integrity Pact turn out to be invalid the remainder of this Integrity Pact remains valid.
- 11.5 Should a Tenderer/Service Provider/Contractor be confronted with dishonest, fraudulent or corruptive behaviour of one or more Transnet employees, Transnet expects its Tenderer/Service Provider/Contractor to report this behaviour directly to a senior Transnet official/employee or alternatively by using Transnet's "Tip-Off Anonymous" hotline number 0800 003 056, whereby your confidentiality is guaranteed.

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The Parties hereby declare that each of them has read and understood the clauses of this Integrity Pact and shall abide by it. To the best of the Parties' knowledge and belief, the information provided in this Integrity Pact is true and correct.

I duly authorised by the tendering entity, hereby certify that the tendering entity are **fully acquainted** with the contents of the Integrity Pact and further **agree to abide by it** in full.

Signature

Date

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T2.2-21: Supplier Code of Conduct

Transnet SOC Limited aims to achieve the best value for money when buying or selling goods and obtaining services. This however must be done in an open and fair manner that supports and drives a competitive economy. Underpinning our process are several acts and policies that any supplier dealing with Transnet must understand and support. These are:

- The Transnet Procurement Policy – A guide for Tenderers.
- Section 217 of the Constitution - the five pillars of Public PSCM (Procurement and Supply Chain Management): fair, equitable, transparent, competitive and cost effective;
- The Public Finance Management Act (PFMA);
- The Broad Based Black Economic Empowerment Act (BBBEE)
- The Prevention and Combating of Corrupt Activities Act (PRECCA); and
- The Construction Industry Development Board Act (CIDB Act).

This code of conduct has been included in this contract to formally appraise Transnet Suppliers of Transnet's expectations regarding behaviour and conduct of its Suppliers.

Prohibition of Bribes, Kickbacks, Unlawful Payments, and Other Corrupt Practices

Transnet is in the process of transforming itself into a self-sustaining State Owned Enterprise, actively competing in the logistics industry. Our aim is to become a world class, profitable, logistics organisation. As such, our transformation is focused on adopting a performance culture and to adopt behaviours that will enable this transformation.

1. Transnet SOC Limited will not participate in corrupt practices. Therefore, it expects its suppliers to act in a similar manner.

- Transnet and its employees will follow the laws of this country and keep accurate business records that reflect actual transactions with, and payments to, our suppliers.

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- Employees must not accept or request money or anything of value, directly or indirectly, from suppliers.
 - Employees may not receive anything that is calculated to:
 - Illegally influence their judgement or conduct or to ensure the desired outcome of a sourcing activity;
 - Win or retain business or to influence any act or decision of any person involved in sourcing decisions; or
 - Gain an improper advantage.
 - There may be times when a supplier is confronted with fraudulent or corrupt behaviour of Transnet employees. We expect our Suppliers to use our "Tip-offs Anonymous" Hot line to report these acts. (0800 003 056).
2. ***Transnet SOC Limited is firmly committed to the ideas of free and competitive enterprise.***
- Suppliers are expected to comply with all applicable laws and regulations regarding fair competition and antitrust practices.
 - Transnet does not engage with non-value adding agents or representatives solely for the purpose of increasing BBBEE spend (fronting).
3. ***Transnet's relationship with suppliers requires us to clearly define requirements, to exchange information and share mutual benefits.***
- Generally, suppliers have their own business standards and regulations. Although Transnet cannot control the actions of our suppliers, we will not tolerate any illegal activities. These include, but are not limited to:
 - Misrepresentation of their product (origin of manufacture, specifications, intellectual property rights, etc);
 - Collusion;

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- Failure to disclose accurate information required during the sourcing activity (ownership, financial situation, BBBEE status, etc.);
 - Corrupt activities listed above; and
 - Harassment, intimidation or other aggressive actions towards Transnet employees.
- Suppliers must be evaluated and approved before any materials, components, products or services are purchased from them. Rigorous due diligence is conducted and the supplier is expected to participate in an honest and straight forward manner.
 - Suppliers must record and report facts accurately, honestly and objectively. Financial records must be accurate in all material respects.

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Conflicts of Interest

A conflict of interest arises when personal interests or activities influence (or appear to influence) the ability to act in the best interests of Transnet SOC Limited.

- Doing business with family members.
- Having a financial interest in another company in our industry

Where possible, contracts will be negotiated to include the above in the terms of such contracts. To the extent such terms are not included in contractual obligations and any of the above code is breached, then Transnet reserves its right to review doing business with these suppliers.

I, _____ of _____

(insert name of Director or as per Authority Resolution from Board of Directors) *(insert name of Company)*

hereby acknowledge having read, understood and agree to the terms and conditions set out in the "Transnet Supplier Code of Conduct."

Signed this on day _____ at _____

Signature

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T2.2-22 Agreement in terms of Protection of Personal Information Act, 4 of 2013 ("POPIA")

1. PREAMBLE AND INTRODUCTION

- 1.1. The rights and obligation of the Parties in terms of the Protection of Personal Information Act, 4 of 2013 ("POPIA") are included as forming part of the terms and conditions of this contract.

2. PROTECTION OF PERSONAL INFORMATION

- 2.1. The following terms shall bear the same meaning as contemplated in Section 1 of the Protection of Person information act, No. of 2013 "(POPIA"):

consent; data subject; electronic communication; information officer; operator; person; personal information; processing; record; Regulator; responsible party; special information; as well as any terms derived from these terms.

- 2.2. The Operator will process all information by the Transnet in terms of the requirements contemplated in Section 4(1) of the POPIA:

Accountability; Processing limitation; Purpose specification; Further processing limitation; Information quality; Openness; Security safeguards and Data subject participation.

- 2.3. The Parties acknowledge and agree that, in relation to personal information of Transnet and the information of a third party that will be processed pursuant to this Agreement , the Operator (_____) is hereinafter Operator and the Data subject is "Transnet". Operator will process personal information only with the knowledge and authorisation of Transnet and will treat personal information and the information of a third party which comes to its knowledge as confidential and will not disclose it, unless so required by law or subject to the exceptions contained in the POPIA.

- 2.4. Transnet reserves all the rights afforded to it by the POPIA in the processing of any of its information as contained in this Agreement and the Operator is required to comply with all prescripts as detailed in the POPIA relating to all information concerning Transnet.

- 2.5. In terms of this Agreement, the Operator acknowledges that it will obtain and have access to personal information of Transnet and the information of a third party and agrees that it shall only process the information disclosed by Transnet in terms of this Agreement and only for the purposes as detailed in this Agreement and in accordance with any applicable law.



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- 2.6. Should there be a need for the Operator to process the personal information and the information of a third party in a way that is not agreed to in this Agreement, the Operator must request consent from Transnet to the processing of its personal information or and the information of a third party in a manner other than that it was collected for, which consent cannot be unreasonably withheld.
- 2.7. Furthermore, the Operator will not otherwise modify, amend or alter any personal information and the information of a third party submitted by Transnet or disclose or permit the disclosure of any personal information and the information of a third party to any third party without prior written consent from Transnet.
- 2.8. The Operator shall, at all times, ensure compliance with any applicable laws put in place and maintain sufficient measures, policies and systems to manage and secure against all forms of risks to any information that may be shared or accessed pursuant to the services offered to Transnet in terms of this Agreement (physically, through a computer or any other form of electronic communication).
- 2.9. The Operator shall notify Transnet in writing of any unauthorised access to personal information and the information of a third party , cybercrimes or suspected cybercrimes, in its knowledge and report such crimes or suspected crimes to the relevant authorities in accordance with applicable laws, after becoming aware of such crimes or suspected crime. The Operator must inform Transnet of the breach as soon as it has occurred to allow Transnet to take all necessary remedial steps to mitigate the extent of the loss or compromise of personal information and the information of a third party and to restore the integrity of the affected personal information as quickly as is possible.
- 2.10. Transnet may, in writing, request the Operator to confirm and/or make available any personal information and the information of a third party in its possession in relation to Transnet and if such personal information has been accessed by third parties and the identity thereof in terms of the POPIA.
- 2.11. Transnet may further request that the Operator correct, delete, destroy, withdraw consent or object to the processing of any personal information and the information of a third party relating to the Transnet or a third party in the Operator's s possession in terms of the provision of the POPIA and utilizing Form 2 of the POPIA Regulations .
- 2.12. In signing this addendum that is in terms of the POPIA, the Operator hereby agrees that it has adequate measures in place to provide protection of the personal information and the information of a third party given to it by Transnet in line with the 8 conditions of the POPIA and that it will

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provide to Transnet satisfactory evidence of these measures whenever called upon to do so by Transnet.

The Operator is required to provide confirmation that all measures in terms of the POPIA are in place when processing personal information and the information of a third party received from Transnet:

YES	
------------	--

NO	
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2.13. Further, the Operator acknowledges that it will be held liable by Transnet should it fail to process personal information in line with the requirements of the POPIA. The Operator will be subject to any civil or criminal action, administrative fines or other penalty or loss that may arise as a result of the processing of any personal information that Transnet submitted to it.

2.14. Should a Tenderer have any complaints or objections to processing of its personal information, by Transnet, the Tenderer can submit a complaint to the Information Regulator on <https://www.justice.gov.za/infoereg/>, click on contact us, click on complaints.IR@justice.gov.za

3. SOLE AGREEMENT

3.1. The Agreement, constitute the sole agreement between the parties relating to the subject matter referred to in paragraph 1.1 of this and no amendment/variation/change shall be of any force and effect unless reduced to writing and signed by or on behalf of both parties.

Signed at _____ on this _____ day of _____ 2026

Name: _____

Title: _____

Signature: _____

_____(Operator)

Authorised signatory for and on behalf of _____ who warrants that he/she is duly authorised to sign this Agreement.

AS WITNESSES:

1. Name: _____ Signature: _____

2. Name: _____ Signature: _____

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T2.2-23: Insurance provided by the *Contractor*

Clause 84.1 in NEC3 Engineering & Construction Contract (June 2005)(amended June 2006 and April 2013) requires that the *Contractor* provides the insurance stated in the insurance table except any insurance which the *Employer* is to provide as stated in the Contract Data.

Please provide the following details for insurance which the *Contractor* is still to provide. Notwithstanding this information all costs related to insurance are deemed included in the tenderer's rates and prices.

Insurance against (See clause 84.2 of the ECC)	Name of Insurance Company	Cover	Premium
Liability for death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract			
Motor Vehicle Liability Insurance comprising (as a minimum) "Balance of Third Party" Risks including Passenger and Unauthorised Passenger Liability indemnity with a minimum indemnity limit of R5 000 000.			
Insurance in respect of loss of or damage to own property and equipment.			
(Other)			

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T2.2-24: One (1) year audited financial statements

Attached to this schedule is the last one (1) year audited financial statements of the single tenderer/members of the Joint Venture.

NAME OF COMPANY/IES and INDEX OF ATTACHMENTS:

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T2.2-25 SUPPLIER DECLARATION FORM

Transnet Vendor Management has received a request to load / change your company details onto the Transnet vendor master database. Please return the completed Supplier Declaration Form (SDF) together with the required supporting documents as per Appendix A to the Transnet Official who is intending to procure your company's services / products, to enable us to process this request. Please only submit the documentation relevant to your request.

Please Note: all organisations, institutions and individuals who wish to provide goods and/or services to organs of the State must be registered on the National Treasury's Central Supplier Database (CSD). This needs to be done via their portal at <https://secure.csd.gov.za/> **before applying to Transnet.**

General Terms and Conditions:

Please Note: Failure to submit the relevant documentation will delay the vendor creation / change process.

Where applicable, the respective Transnet Operating Division processing your application may request further or additional information from your company.

The Service Provider warrants that the details of its bank account ("the nominated account") provided herein, are correct and acknowledges that payments due to the Supplier will be made into the nominated account. If details of the nominated account should change, the Service Provider must notify Transnet in writing of such change, failing which any payments made by Transnet into the nominated account will constitute a full discharge of the indebtedness of Transnet to the Supplier in respect of the payment so made. Transnet will incur no liability for any payments made to the incorrect account or any costs associated therewith. In such an event, the Service Provider indemnifies and holds Transnet harmless in respect of any payments made to an incorrect bank account and will, on demand, pay Transnet any costs associated herewith.

Transnet expects its suppliers to timeously renew their Tax Clearance and B-BBEE certificates (Large Enterprises and QSEs less than 51% black owned) as well as sworn affidavits in the case of EMEs and QSEs with more than 51% black ownership as per Appendices C and D.

In addition, please take note of the following very important information:

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1. If your annual turnover is R10 million or less, then in terms of the DTI Generic Codes of Good Practice, you are classified as an Exempted Micro Enterprise (EME). If your company is classified as an EME, please include in your submission a sworn affidavit confirming your company's most recent annual turnover is less than R10 million and percentage of black ownership and black female ownership in the company (Appendix C) OR B-BBEE certificate issued by a verification agency accredited by SANAS in terms of the EME scorecard should you feel you will be able to attain a better B-BBEE score. It is only in this context that an EME may submit a B-BBEE verification certificate. These EME sworn affidavits must be accepted by the . Government introduced this mechanism specifically to reduce the cost of doing business and regulatory burden for these entities and the template for the sworn affidavit is available at no cost on the website www.thedti.gov.za or EME certificates at CIPC from www.cipic.co.za.

The B-BBEE Commission said "that only time an EME can be verified by a SANAS accredited verification professional is when it wishes to maximise its B-BBEE points and move to a higher B-BBEE recognition level, and that must be done use the QSE Scorecard".

2. If your annual turnover is between R10 million and R50 million, then in terms of the DTI codes, you are classified as a Qualifying Small Enterprise (QSE). A QSE which is at least 51% black owned, is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership (Appendix D). QSE that does not qualify for 51% of black ownership, are required to submit a B-BBEE verification certificate issued by a verification agency accredited by SANAS their QSEs are required to submit a B-BBEE verification certificate issued by a verification agency accredited by SANAS.

Please Note: B-BBEE certificate and detailed scorecard should be obtained from an accredited rating agency (e.g. SANAS Member).

3. If your annual turnover exceeds R50 million, then in terms of the DTI codes, you are classified as a Large Enterprise. Large Enterprises are required to submit a B-BBEE level verification certificate issued by a verification agency accredited by SANAS.

Please Note: B-BBEE certificate and detailed scorecard should be obtained from an accredited rating agency (e.g. SANAS Member).

4. The supplier to furnish proof to the procurement department as required in the Fourth Schedule of the Income Tax Act. 58 of 1962 whether a supplier of service is to be classified as



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an "employee", "personal service provider" or "labour broker". Failure to do so will result in the supplier being subject to employee's tax.

5. No payments can be made to a vendor until the vendor has been registered / updated, and no vendor can be registered / updated until the vendor application form, together with its supporting documentation, has been received and processed. No payments can be made to a vendor until the vendor has met / comply with the procurement requirements.

6. It is in line with PPPFA Regulations, only valid B-BBEE status level certificate issued by an unauthorised body or person OR a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice, OR any other requirement prescribed in terms of the Broad- Based Black Economic Empowerment Act.

7. The B-BBEE Commission advises entities and organs of state to reject B-BBEE certificates that have been issued by verification agencies or professionals who are not accredited by South African National Accreditation Systems ("SANAS") as such B-BBEE certificates are invalid for lack of authority and mandate to issue them. A list of SANAS Accredited agencies is available on the SANAS website at www.sanas.co.za.

8. Presenting banking details. Please note: Banks have decided to enable the customers and provide the ability for customers to generate Account Confirmation/Bank Account letters via their online platform; this is a digital approach to the authentication of banking details.



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SUPPLIER DECLARATION FORM

Supplier Declaration Form

Important Notice: all organisations, institutions and individuals who wish to provide goods and/or services to organs of the State must be registered on the National Treasury Central Supplier Database (CSD). This needs to be done via their portal at <https://secure.csd.gov.za/> **before applying to Transnet.**

CSD Number (MAAA xxxxxxxx):

Company Trading Name						
Company Registered Name						
Company Registration No Or ID No If a Sole Proprietor						
Company Income Tax Number						
Form of Entity	CC	Trust	Pty Ltd	Limited	Partnership	Sole Proprietor
	Non-profit (NPO's or NPC)	Personal Liability Co	State Owned Co	National Govt	Provincial Govt	Local Govt
	Education al Institution	Specialise d Profession	Financial Institution	Joint Venture	Foreign International	Foreign Branch Office

Did your company previously operate under another name?				Yes		No	
If YES state the previous details below:							
Trading Name							
Registered Name							
Company Registration No Or ID No If a Sole Proprietor							



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PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

Form of Entity	CC	Trust	Pty Ltd	Limited	Partnership	Sole Proprietor
	Non-profit (NPO's or NPC)	Personal Liability Co	State Owned Co	National Govt	Provincial Govt	Local Govt
	Educational Institution	Specialised Profession	Financial Institution	Joint Venture	Foreign International	Foreign Branch Office

Your Current Company's VAT Registration Status	
VAT Registration Number	
If Exempted from VAT registration , state reason and submit proof from SARS in confirming the exemption status	
If your business entity is not VAT Registered, please submit a current original sworn affidavit (see example in Appendix I). Your Non VAT Registration must be confirmed annually.	

Company Banking Details	Bank Name	
Universal Branch Code	Bank Account Number	

Company Physical Address			
		Code	
Company Postal Address			
		Code	
Company Telephone number			
Company Fax Number			
Company E-Mail Address			
Company Website Address			



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Company Contact Person Name	
Designation	
Telephone	
Email	

Is your company a Labour Broker?	Yes		No	
Main Product / Service Supplied e.g. Stationery / Consulting / Labour etc.				
How many personnel does the business employ?	Full Time		Part Time	
Please Note: Should your business employ more than 2 full time employees who are not connected persons as defined in the Income Tax Act, please submit a sworn affidavit, as per Appendix II.				

Most recent Financial Year's Annual Turnover	<R10Million EME		>R10Million <R50Million QSE		>R50Million Large Enterprise	
--	---------------------------	--	--	--	--	--

Does your company have a valid proof of B-BBEE status?						Yes		No						
Please indicate your Broad Based BEE status (Level 1 to 9)						1	2	3	4	5	6	7	8	9
Majority Race of Ownership														
% Black Ownership		% Black Women Ownership		% Black Disabled person(s) Ownership		% Black Youth Ownership								



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% Black Unemployed		% Black People Living in Rural Areas		% Black Military Veterans			
--------------------	--	--------------------------------------	--	---------------------------	--	--	--

Please Note: Please provide proof of B-BBEE status as per Appendix C and D:

- Large Enterprise and QSEs with less than 51% black ownership need to obtain a B-BBEE certificate and detailed scorecard from an accredited rating agency;
- EMEs and QSEs with at least 51% black ownership may provide an affidavit using the templates provided in Appendix C and D respectively;
- Black Disabled person(s) ownership will only be accepted if accompanied with a certified letter signed by a physician on the physician's letterhead confirming the disability;
- A certified South African identification document will be required for all Black Youth Ownership.

Supplier Development Information Required	
EMPOWERING SUPPLIER An Empowering Supplier is a B-BBEE compliant Entity which complies with at least three criteria if it is a large Entity, or one criterion if it is a Qualifying Small Enterprise ("QSE"), as detailed in Statement 400 of the New Codes. In terms of the requirements of an Empowering Supplier, numerous companies found it challenging to meet the target of 25% transformation of raw materials or beneficiation including local manufacturing, particularly so, if these companies imported goods or products from offshore. The matter was further compounded by the requirement for 25% of Cost of Sales, excluding labour cost and depreciation, to be procured from local producers or suppliers.	YES ☐ NO ☐
FIRST TIME SUPPLIER A supplier that we haven't as yet Traded within Transnet and will be registered via our database for the 1st time.	YES ☐ NO ☐



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SUPPLIER DEVELOPMENT PLAN Supplier Development Plan is a plan that when we as Transnet award a supplier a long term contract depending on the complexity of the Transaction. We will negotiate supplier development obligations that they must meet throughout the contract duration. e.g. we might request that they (create jobs or do skills development or encourage procurement from designated groups. (BWO, BYO & BDO etc.).	YES ☐ NO ☐
DEVELOPMENT PLAN DOCUMENT Agreed plan that will be crafted with the supplier in regards to their development (It could be for ED OR SD in terms of their developmental needs they may require with the company.	YES ☐ NO ☐ *If Yes- Attach supporting documents
ENTERPRISE DEVELOPMENT BENEFICIARY A supplier that is not as yet in our value chain that we are assisting in their developmental area.	YES ☐ NO ☐
SUPPLIER DEVELOPMENT BENEFICIARY A supplier that we are already doing business with or transacting with and we are also assisting them in their developmental area e.g. (They might require training or financial assistance etc.)	YES ☐ NO ☐
GRADUATION FROM ED TO SD BENEFICIARY When a supplier that we assisted with as an ED beneficiary then gets awarded a business and we start Transacting with.	YES ☐ NO ☐
ENTERPRISE DEVELOPMENT RECIPIENT	YES ☐ NO ☐



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A supplier that isn't in our value chain as yet but we have assisted them with an ED intervention

By signing below, I hereby verify that I am duly authorised to sign for and on behalf of firm / organisation and that all information contained herein and attached herewith are true and correct

Name and Surname		Designation	
Signature		Date	



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APPENDIX B

Affidavit or Solemn Declaration as to VAT registration status

Affidavit or Solemn Declaration

I, _____ solemnly swear/declare
that _____ is not a registered VAT
vendor and is not required to register as a VAT vendor because the combined value of taxable supplies
made by the provider in any 12 month period has not exceeded or is not expected to exceed R1million
threshold, as required in terms of the Value Added Tax Act.

Signature:

Designation:

Date:

Commissioner of Oaths

Thus signed and sworn to before me at _____ on this the _____
day of _____ 20_____,

the Deponent having knowledge that he/she knows and understands the contents of this Affidavit,
and that he/she has no objection to taking the prescribed oath, which he/she regards binding on
his/her conscience and that the allegations herein contained are all true and correct.

Commissioner of Oaths



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APPENDIX C

SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE – GENERAL

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.

2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Enterprise Physical Address:	
Type of Entity (CC, (Pty))	



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Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"



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3. I hereby declare under Oath that:

- The Enterprise is _____% Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____%
 - Black Disabled % = _____%
 - Black Unemployed % = _____%
 - Black People living in Rural areas % = _____%
 - Black Military Veterans % = _____%

- Based on the Financial Statements/Management Accounts and other information available on

the latest financial year-end of _____, the annual Total Revenue was

between

R10,000,000.00 (Ten Million Rands) and R50,000,000.00 (Fifty Million Rands),

- Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable Box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
------------------	--	--



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PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

At Least 51% black owned	Level Two (125% B-BBEE procurement recognition level)	
--------------------------	--	--

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature

.....

Date

.....

Commissioner of Oaths

Signature & stamp

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PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

APPENDIX D

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE – GENERAL

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	



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Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) who are citizens of the Republic of South Africa by birth or descent. or (b) who became citizens of the Republic of South Africa by naturalisation- i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	"Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996;



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	(c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"
--	--

3. I hereby declare under Oath that:

- The Enterprise is _____% Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
- Black Youth % = _____%
- Black Disabled % = _____%
- Black Unemployed % = _____%
- Black People living in Rural areas % = _____%
- Black Military Veterans % = _____%
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less

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- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition)	
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature

.....

Date

.....

Commissioner of Oaths

Signature & stamp

PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

VENDOR REGISTRATION DOCUMENTS CHECKLIST

Please note that you will have to provide the first two documents on the list (highlighted in red) and the rest will be provided by the supplier:

Yes No

1. Complete the "Supplier Declaration Form" (SDF) (commissioned). See attachment.		
2. Complete the "Supplier Code of Conduct" (SCC). See attachment.		
3. Copy of cancelled cheque OR letter from the bank verifying banking details (with bank stamp not older than 3 Months & sign by Bank Teller).		
4. Certified (Not Older than 3 Months) copy of Identity document of Shareholders/Directors/Members (where applicable).		
5. Certified copy of certificate of incorporation, CM29 / CM9 (name change).		
6. Certified copy of share Certificates of Shareholders, CK1 / CK2 (if CC).		
7. A letter with the company's letterhead confirming both Physical and Postal address.		
8. Original or certified copy of SARS Tax Clearance certificate and Vat registration certificate.		
9. BBBEE certificate and detailed scorecard from a SANAS Accredited Verification Agency and/or Sworn Certified Affidavit.		
10. Central Supplier Database (CSD) Summary Registration Report.		

NEC3 Term Service Contract (TSC)

entered into by and between

Transnet SOC Ltd

Registration Number 1990/000900/30

(hereinafter referred to as the "*Employer*")

and

TBC

Registration Number: TBC

(hereinafter referred to as the "*Contractor*")

Description of the Service	PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")
Contract Number	TPT/2026/07/0002/114585/RFP
Start Date	TBC
Completion Date	TBC

Tender Number: **TPT/2026/07/0002/114585/RFP**

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CONTRACT DOCUMENTS

Form of Offer & Acceptance

Contract Data

Part One – Data provided by the *Employer*

Part Two – Data provided by the *Contractor*

Conditions of Contract (3rd Edition – available separately)

Prices

Service Information

Appendices

Tender Number: **TPT/2026/07/0002/114585/RFP**

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C1.1: Form of Offer & Acceptance

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of:

PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

The tenderer, identified in the Offer signature block, has

<i>either</i>	examined the documents listed in the Tender Data and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Tender.
<i>or</i>	examined the draft contract as listed in the Acceptance section and agreed to provide this Offer.

By the representative of the tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the tenderer offers to perform all of the obligations and liabilities of the *Contractor* under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the *conditions of contract* identified in the Contract Data.

The offered total of the Prices exclusive of VAT is	
Value Added Tax @ 15% is	
The offered total of the Prices inclusive of VAT is	
(in words)	

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the tenderer before the end of the period of validity stated in the Tender Data, or other period as agreed, whereupon the tenderer becomes the party named as the *Contractor* in the *conditions of contract* identified in the Contract Data.

Signature(s)

Name(s)

Capacity

**For the
tenderer:**

(Insert name and address of organisation)

Tender Number: **TPT/2026/07/0002/114585/RFP****PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")**Name &
signature of
witness

Date

Tenderer's CIDB registration number:

Acceptance

By signing this part of this Form of Offer and Acceptance, the *Employer* identified below accepts the tenderer's Offer. In consideration thereof, the *Employer* shall pay the *Contractor* the amount due in accordance with the *conditions of contract* identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the *Employer* and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- | | |
|---------|--|
| Part C1 | Agreements and Contract Data, (which includes this Form of Offer and Acceptance) |
| Part C2 | Pricing Data |
| Part C3 | Scope of Work: Works Information |
| Part C4 | Site Information |

and drawings and documents (or parts thereof), which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The tenderer shall within two weeks of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the *conditions of contract* identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any).

Tender Number: **TPT/2026/07/0002/114585/RFP****PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")**

Unless the tenderer (now *Contractor*) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

Signature(s)

Name(s)

Capacity

**for the
Employer**

Transnet SOC Ltd

*(Insert name and address of organisation)*Name &
signature of
witness

Date

Tender Number: **TPT/2026/07/0002/114585/RFP**

PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

Schedule of Deviations

Note:

1. To be completed by the Employer prior to award of contract. This part of the Offer & Acceptance would not be required if the contract has been developed by negotiation between the Parties and is not the result of a process of competitive tendering.
2. The extent of deviations from the tender documents issued by the Employer prior to the tender closing date is limited to those permitted in terms of the Conditions of Tender.
3. A tenderer's covering letter must not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid be the subject of agreement reached during the process of Offer and Acceptance, the outcome of such agreement shall be recorded here and the final draft of the contract documents shall be revised to incorporate the effect of it.

No.	Subject	Details
1		
2		
3		
4		

By the duly authorised representatives signing this Schedule of Deviations below, the Employer and the tenderer agree to and accept this Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Tender Schedules, as well as any confirmation, clarification or changes to the terms of the Offer agreed by the tenderer and the Employer during this process of Offer and Acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Form shall have any meaning or effect in the contract between the parties arising from this Agreement.

	For the tenderer:	For the Employer
Signature	_____	_____
Name	_____	_____
Capacity	_____	_____
On behalf of	<i>(Insert name and address of organisation)</i>	Transnet SOC Ltd
Name & signature of witness	_____	_____
Date	_____	_____

PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

C1.2 Contract Data

Part one - Data provided by the *Employer*

Clause	Statement	Data
1	General	
	The <i>conditions of contract</i> are the core clauses and the clauses for main Option:	
	dispute resolution Option	A: Priced contract with price list
	and secondary Options	W1: Dispute resolution procedure
		X1: Price adjustment for inflation
		X2 Changes in the law
		X17: Low service damages
		X19: Task Order
		Z: <i>Additional conditions of contract</i>
	of the NEC3 Term Service Contract (June 2005) (and amended June 2006 and April 2013)	
10.1	The <i>Employer</i> is:	Transnet SOC Ltd
	Address	Registered address: Transnet Corporate Centre 138 Eloff Street Braamfontein Johannesburg 2000
	Having elected its Contractual Address for the purposes of this contract as:	TRANSNET PORT TERMINAL RICHARDS BAY 3900
	Tel No.	035 905 3432
10.1	The <i>Service Manager</i> is (name):	Adam Chauke

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Address	Transnet Port Terminal Richards Bay 3900
Tel	035 905 3432
e-mail	Adam.chauke@transnet.net
11.2(2)	The Affected Property is Transnet Port Terminal
11.2(13)	The <i>service</i> is PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")
11.2(14)	The following matters will be included in the Risk Register TBC
11.2(15)	The Service Information is in The Scope of Services
12.2	The <i>law of the contract</i> is the law of the Republic of South Africa subject to the jurisdiction of the Courts of South Africa.
13.1	The <i>language of this contract</i> is English
13.3	The <i>period for reply</i> is 2 weeks
2	The Contractor's main responsibilities (If the optional statement for this section is not used, no data will be required for this section)
21.1	The <i>Contractor</i> submits a first plan for acceptance within 2 weeks of the Contract Date
3	Time
30.1	The <i>starting date</i> is. TBC
30.1	The <i>service period</i> is TBC
4	Testing and defects No additional data is required for this section of the <i>conditions of contract</i>.
5	Payment
50.1	The <i>assessment interval</i> is 25th (twenty fifth) day of each successive month.
51.1	The <i>currency of this contract</i> is the South African Rand.

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51.2	The period within which payments are made is	Payment will be effected on or before the last day of the month following the month during which a valid Tax Invoice and Statement were received.
51.4	The <i>interest rate</i> is	The prime lending rate of the Standard Bank South Africa.
7	Use of Equipment Plant and Materials	No additional data is required for this section of the <i>conditions of contract</i>.
8	Risks and insurance	
83.1	The minimum limit of indemnity for insurance in respect of loss and damage to property (except goods, plant and materials and equipment) and liability for bodily injury or death of a person (not an employee of the <i>Contractor</i>) caused by activity in connection with this contract for any one event is:	Whatever <i>Contractor</i> deems necessary as the <i>Employer</i> is not carrying this indemnity.
83.1	The minimum limit of indemnity for insurance in respect of death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract for any one event is:	As prescribed by the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993 and the <i>Contractor's</i> common law liability for people falling outside the scope of the Act.
83.1	Motor Vehicle Liability Insurance comprising (as a minimum) "Balance of Third Party" Risks including Passenger and Unauthorised Passenger Liability indemnity with a minimum indemnity limit of R 10 000 000	
83.1	The <i>Contractor</i> liability to the <i>Employer</i> for indirect or consequential loss including loss of profit, revenue and goodwill, is limited to:	The Total of the Prices.
83.1	For any one event, the <i>Contractor</i> liability to the <i>Employer</i> for loss of or damage to the <i>Employers</i> property is limited to:	The Total of the Prices.
83.1	The <i>Contractor</i> total liability to the <i>Employer</i> for all matters arising under or in connection with this contract, other than the excluded matters, is limited to:	The Total of the Prices.
9	Termination	There is no Contract Data required for this section of the <i>conditions of contract</i>.

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10	Data for main Option clause		
A	Priced contract with price list		
20.5	The <i>Contractor</i> prepares forecasts of the final total of the Prices for the whole of the <i>service</i> at intervals no longer than	2 weeks.	
11	Data for Option W1		
W1.1	The <i>Adjudicator</i> is (Name)	Both parties will agree as and when a dispute arises. If the parties cannot reach an agreement on the <i>Adjudicator</i> , the chairman of the Association of Arbitrators will appoint an <i>Adjudicator</i> .	
W1.2(3)	The <i>Adjudicator nominating body</i> is: If no <i>Adjudicator nominating body</i> is entered, it is	The Association of Arbitrators (Southern Africa)	
W1.4(2)	The <i>tribunal</i> is:	Arbitration	
W1.4(5)	The <i>arbitration procedure</i> is	The Rules for the Conduct of Arbitrations of the Association of Arbitrators (Southern Africa)	
	The place where arbitration is to be held is	TBC	
	The person or organisation who will choose an arbitrator	The Chairman of the Association of Arbitrators (Southern Africa)	
	- if the Parties cannot agree a choice or		
	- if the arbitration procedure does not state who selects an arbitrator, is		
12	Data for secondary Option clauses		
X1	Price adjustment for inflation		
X1.1	The <i>base date</i> for indices is	March 2026	
	The proportions used to calculate the Price Adjustment Factor are:	proportion	linked to index for
			Index prepared by

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0.30	Labour (People)	The Consumer Price Index (CPI) for "All Items" in Table 1 (Consumer price indices for the total country) of the Statistical Release P0141 "Consumer Price Index - Additional Tables" published by Statistics South Africa.
0.36	Material (Electrical)	The "Electrical Engineering" index in Table 5 (Mechanical and Electrical Engineering Input Price Indices) of the Statistical Release P0151.1 "Construction Materials Price Indices" published by Statistics South Africa.
0.03	Material (Mechanical)	The "Mechanical Engineering" index in Table 5 (Mechanical and Electrical Engineering Input Price Indices) of the Statistical Release P0151.1 "Construction Materials Price Indices" published by Statistics South Africa.

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	0.15	Plant (Equipment)	The "Plant and Equipment" index in Table 4 (Mining and construction plant and equipment price index) of the Statistical Release P0151.1 "Construction Materials Price Indices" published by Statistics South Africa.
	0.15	Material (Civil)	The "Civil Engineering Material - Total" index in Table 6 (Civil engineering material price indices) of the Statistical Release P0151.1 "Construction Materials Price Indices" published by Statistics South Africa.
	0.01	Fuel	The "Diesel" index in Table 1 (PPI for final manufactured goods) of the Statistical Release P0142.1 "Producer Price Index" published by Statistics South Africa.
	0.15	Non-adjustable	

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1.00		
X2	Changes in the law	No additional data is required for this Option
X17	Low service damages	
X17.1	The <i>service level table</i> is in	TBC
X19	Task Order	
X19.5	The <i>Contractor</i> submits a Task Order programme to the <i>Service Manager</i> within	15 days of receiving the Task Order
Z	<i>Additional conditions of contract</i>	
Z1	Obligations in respect of Termination	
Z1.1		The following will be included under core clause 91.1: In the second main bullet, after the word 'partnership' add 'joint venture whether incorporated or otherwise (including any constituent of the joint venture)'; and Under the second main bullet, insert the following additional bullets after the last sub-bullet: • commenced business rescue proceedings (R22) • repudiated this Contract (R23)
Z1.2	Termination Table	The following will be included under core clause 90.2 Termination Table as follows: Amend "A reason other than R1 – R21" to "A reason other than R1 – R23"
Z1.3		Amend "R1 – R15 or R18" to "R1 – R15, R18, R22 or R23."
Z2	Right Reserved by Transnet to Conduct Vetting through SSA	

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Z2.1	Transnet reserves the right to conduct vetting through State Security Agency (SSA) for security clearances of any Contractor who has access to National Key Points for the following without limitations: 1. Confidential – this clearance is based on any information which may be used by malicious, opposing or hostile elements to harm the objectives and functions of an organ of state. 2. Secret – clearance is based on any information which may be used by malicious, opposing or hostile elements to disrupt the objectives and functions of an organ of state. 3. Top Secret – this clearance is based on information which may be used by malicious, opposing or hostile elements to neutralise the objectives and functions of an organ of state.
Z3 Additional clause relating to Collusion in the Construction Industry	
Z3.1	The contract award is made without prejudice to any rights Transnet may have to take appropriate action later with regard to any declared bid rigging including blacklisting.
Z4 Protection of Personal Information Act	
Z4.1	The <i>Employer</i> and the <i>Contractor</i> are required to process information obtained for the duration of the Agreement in a manner that is aligned to the Protection of Personal Information Act
Z.5 Obligations in respect of Subcontracting (If applicable)	
Z5.1	It will be a material term of this contract that the <i>Contractor</i> must subcontract a minimum of 30% of the value of the contract.

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Z5.2	The <i>Contractor's</i> Subcontracting percentage as detailed in the tender submission Returnable T2.2 will constitute a binding agreement throughout the duration of the contract until Completion, if not, it will be deemed that the <i>Contractor</i> has failed in full to meet the material term of the contract, which may constitute a reason for termination.
Z5.3	The <i>Contractor</i> shall report to the <i>Employer</i> on a monthly basis during the term of the Contract, the amounts spent on each sub-contractor.
Z5.4	Insert addition to Clause 26.2. The <i>Contractor</i> may not replace any sub-contractor without acceptance of the <i>Service Manager</i>. The <i>Service Manager</i> shall before acceptance of a replacement by the <i>Contractor</i> of any sub-contractor as detailed in the tender submission Returnable T2.2, obtain representations or input from the initial sub-contractor to make an informed decision as to the proposed replacement. The sub-contracting arrangement/contract remains between the <i>Contractor</i> and sub-contractor.



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C1.2 Contract Data

Part two - Data provided by the *Contractor*

The tendering contractor is advised to read both the NEC3 Term Service Contract (June 2005) and the relevant parts of its Guidance Notes (TSC3-GN) in order to understand the implications of this Data which the tenderer is required to complete.

Completion of the data in full, according to Options chosen, is essential to create a complete contract.

Clause	Statement	Data
10.1	The <i>Contractor</i> is (Name): Address Tel No. Fax No.	
11.2(8)	The <i>direct fee percentage</i> is	%
	The <i>subcontracted fee percentage</i> is	%
11.2(14)	The following matters will be included in the Risk Register	
11.2(15)	The Service Information for the <i>Contractor's</i> plan is in:	
21.1	The plan identified in the Contract Data is contained in:	
24.1	The key persons are:	
	1 Name:	
	Job:	
	Responsibilities:	
	Qualifications:	
	Experience:	
	2 Name:	
	Job	
	Responsibilities:	
	Qualifications:	
	Experience:	

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.....

CV's (and further key person's data including CVs) are in

A	Priced contract with price list	
11.2(12)	The <i>price list</i> is in	
11.2(19)	The tendered total of the Prices is	R.....

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PART C2: PRICING DATA

Document reference	Title
C2.1	Pricing instructions: Option A
C2.2	Price List

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C2.1 Pricing instructions: Option A

1.1 The *conditions of contract*

1.2 How the contract prices work and assesses it for progress payments

Clause 11 in NEC3 Term Services Contract (TSC), June 2005 (with amendments June 2006 and April 2013) Option A states:

Identified 11
and defined
terms 11.2

(17) The Price for Services Provided to Date is the total of

- the Price for each lump sum item in the Price List which the *Contractor* has completed and
- where a quantity is stated for an item in the Price List, an amount calculated by multiplying the quantity which the *Contractor* has completed by the rate.

(19) The Prices are the amounts stated in the Price column of the Price List, where a quantity is stated for an item in the Price List, the Price is calculated by multiplying the quantity by the rate.

1.3 Measurement and Payment

1.3.1 The Price List provides the basis of all valuations of the Price for Services Provided to Date, payments in multiple currencies and general progress monitoring.

1.3.2 The amount due at each assessment date is based on activities and/or milestones completed as indicated on the Price List.

1.3.3 The Price List work breakdown structure provided by the *Contractor* is based on the activity/milestone provided by the Employer. The activities listed by the *Employer* are the minimum activities acceptable and identify the specific activities which are required to achieve Completion. **The Price List work breakdown structure is compiled to the satisfaction of the Employer with any additions and/or amendments deemed necessary.**

1.3.4 The *Contractor's* detailed Price List summates back to the activity/milestone provided by the *Employer* and is sufficient detail to monitor completion of activities related to the operations on the Accepted Plan in order that payment of completed activities may be assessed.

C2.2 PRICING SCHEDULE

Pricing Rate: Services as per the scope of work

2. Monthly Fixed Rate for Monthly Inspection and service maintenance

Pricing Table – Monthly Fixed Rate for Monthly Inspection and Service Maintenance (08:00 AM to 16:00 PM)

Item	Item Description	Quantity	Monthly Rate (Rate per month) Quantity
1	Monthly maintenance service scope and deliverables - Reactive maintenance or callouts as per sub-section 2.1 of the scope of work. - Monthly inspections as per sub-section 2.2 of the scope of work. - Monthly routine service maintenance as per sub-section 2.3 of the scope of work. - Planned service maintenance as per sub-section 2.4 of the scope of work. - Utilizing resources as per section 3 of the scope of work.	1	R

Note: Monthly inspection and service maintenance includes planned and unplanned services and maintenance during normal hours (08:00-16:00) from Monday to Friday excluding weekends, Sundays and Public Holidays. It also includes consumables.

3. Spares

3.1. Pricing Table for Split Type Units Replacement Parts

Item	Item Description	9000Btu	12000Btu	18000Btu	24000Btu	30000Btu	36000Btu	48000Btu	60000Btu
1	Indoor P.C.B	R	R	R	R	R	R	R	R

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2	Air temp sensor	R	R	R	R	R	R	R	R
3	Coil temp sensor	R	R	R	R	R	R	R	R
4	Receiver	R	R	R	R	R	R	R	R
5	Remote control	R	R	R	R	R	R	R	R
6	AAA batteries (2)	R	R	R	R	R	R	R	R
7	Air sweep motor	R	R	R	R	R	R	R	R
8	Drum fan	R	R	R	R	R	R	R	R
9	Indoor fan motor	R	R	R	R	R	R	R	R
10	Filters	R	R	R	R	R	R	R	R
11	R22 compressor	R	R	R	R	R	R	R	R
12	R 410A compressor	R	R	R	R	R	R	R	R
13	Condenser fan motor	R	R	R	R	R	R	R	R
14	Condenser fan blade	R	R	R	R	R	R	R	R
15	Fan capacitor	R	R	R	R	R	R	R	R
16	Compressor capacitor	R	R	R	R	R	R	R	R
17	Piping (copper) per meter	R	R	R	R	R	R	R	R
18	Hot dipped galvanized brackets	R	R	R	R	R	R	R	R
19	2.5mm 4core earth surfix cable/m	R	R	R	R	R	R	R	R

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20	2.5mm 2core earth surfix cable/m	R	R	R	R	R	R	R	R
21	Contactora	R	R	R	R	R	R	R	R
22	Overload protector	R	R	R	R	R	R	R	R
23	Refrigerant (R410A)	R	R	R	R	R	R	R	R
24	Refrigerant (R22)	R	R	R	R	R	R	R	R

Table 1: Pricing for split parts 9000BTU, 12000BTU, 18000BTU, 24000BTU, 30000BTU, 36000BTU, 48000BTU and 60000BTU

3.2. Pricing for DAIKIN VRV SYSTEM Indoors Replacement Parts

Item	Item Description	Model-FYFQ100P9VEB	Model-FXFQ20Y25P9BEB
		Unit Price in Rand excl. VAT	Unit Price in Rand excl. VAT
1	Heat exchange assy.	R	R
2	Valve coil assy.	R	R
3	Turbo fan rotor.	R	R
4	fan rotation stopper.	R	R
5	PCB assy.	R	R
6	Capacitor setting adaptor.	R	R
7	Thermistor.	R	R

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8	Terminal strip.	R	R
9	Wire harness assy.	R	R
10	Wire harness power	R	R
11	Thermistor assy.	R	R
12	Drain pump assy.	R	R
13	Float switch assy.	R	R
14	DC fan mop	R	R
15	Drain socket cap	R	R
16	Dressing panel	R	R

Table 2: Pricing for DAIKIN VRV SYSTEM Indoors Replacement Parts Model-FYFQ100P9VEB and Model-FXFQ20Y25P9BEB

Item	Item Description	Model-TYSQ125A2VEB
		Unit Price in Rand excl. VAT
1	Service cover	R
2	Drain pump	R
3	Float switch	R
4	Float switch mounting	R

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5	Sirro fan assy.	R
6	Upper fan housing	R
7	Lower fan housing	R
8	DC fan motor	R
9	Main PCB	R
10	Reactor	R
11	Thermistor (Air)	R
12	Thermistor (Liquid gas)	R
13	Wire harness (Power supply)	R
14	Wire harness (Remote control)	R
15	Wire harness (Transmission)	R
16	Body electronic expansion valve	R

Table 3: Pricing for DAIKIN VRV SYSTEM Indoors Replacement Parts Model-TYSQ125A2VEB

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Item	Item Description	Model-FXHQ100MAVE
		Unit Price in Rand excl. VAT
1	Body electronic exp valve	R
2	Motor electronic expansion valve	R
3	Fan assy.	R
4	Fan housing 1	R
5	Fan housing 2	R
6	Fan rotor	R
7	Fan motor	R
8	Fan motor lock plate	R
9	Fan shaft assy.	R
10	Fan bearing	R
11	Air filter assy.	R
12	Electronic component assy.	R
13	Switch box	R
14	Power transformer	R
15	P.C.B assy. (control)	R
16	Fuse	R

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17	Capacity setting adaptor	R
18	Thermistor (liquid line)	R
19	Thermistor (gas line)	R
20	Thermistor (air)	R
21	Bush thermistor	R
22	Air swing motor	R
23	Crank air swing	R
24	Decorative cover assy.	R

Table 4: Pricing for DAIKIN VRV SYSTEM Indoors Replacement Parts Model-FXHQ100MAVE

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Item	Item Description	Model-RYYQQ16U7Y-B
		Unit Price in Rand excl. VAT
1	Compressor JTIGUUDY R@BA	R
2	Cranker case heater	R
3	Heat exchange assy.	R
4	Accumulator assy.	R
5	Solenoid valve body	R
6	Solenoid valve coil	R
7	Filter	R
8	Oil separator assy.	R
9	Capillary tube	R
10	Expansion valve body	R
11	Expansion valve coil	R
12	Pressure control valve	R
13	H.P switch	R
14	4-way valve body	R
15	4-way valve coil	R
16	L.P sensor	R

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17	H.P sensor	R
18	Wire harness H.P	R
19	Fan motor	R
20	P.C.B main assy.	R
21	P.C.B noise filter assy.	R
22	P.C.B fan assy.	R
23	P.C.B inverter assy.	R
24	Reactor	R
25	Wiring harness	R
26	Refrigerant/kg (R410A)	R
27	Nitrogen/kg	R

Table 5: Pricing for DAIKIN VRV SYSTEM Indoors Replacement Parts Model-RYYQQ16U7Y-B

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4. Services Average Price Escalation

Prices shall be kept firm in accordance with agreed prices and yearly escalations terms and conditions of award.

4.1. Services Average Price Escalation

Item	Price escalation	Year 02 (%)	Year 03 (%)	Year 04 (%)	Year 05 (%)
1	Services	%	%	%	%

4.2. Material Average Price Escalation

Item	Price escalation	Year 02 (%)	Year 03 (%)	Year 04 (%)	Year 05 (%)
1	Materials	%	%	%	%

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INTERPRETATION AND TERMINOLOGY

Abbreviation	Meaning given to the abbreviation
AIA	Authorised Inspection Authority
BBBEE	Broad Based Black Economic Empowerment
QA	Quality Assurance
SES	Standard Environmental Specification
SHE	Safety, Health and Environment
SHEC	Safety, Health and Environment Co-ordinator
SIP	Site Induction Programme
SMP	Safety Management Plan
SSRC	Site Safety Review Committee
TPT	Transnet Port Terminal
KZN	Kwa-Zulu Natal
ECSA	Engineering Council of South Africa
RCB	Richards Bay
PPE	Personal Protective Equipment
OEM	Original Equipment Manufacturer
COF	Certificates of Fitness
TNPA	Transnet National Port Authority
TRCB	Transnet Richards Bay (TPT & TNPA)

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Sqm	Square meter
DBT	Dry Bulk Terminal
MPT	Multi-Purpose Terminal
SOC	State Owned Company
EO	Environmental Officer
HAZOP	Hazard and Operability Study
HSSP	Health and Safety Surveillance Plan
HVAC	Heating Ventilation and Air Conditioning
IR	Industrial Relations
IRCC	Industrial Relations Co-ordinating Committee
JSA	Job Safety Analysis
CIRP	Service provider's Industrial Relations Practitioner
Native	Original electronic file format of documentation
NHBRC	National Home Builder Registration Council
PES	Project Environmental Specifications

INTERPRETATION AND TERMINOLOGY CONTINUED

Abbreviation	Meaning given to the abbreviation
PIRM	Project Industrial Relations Manager
PIRPMP	Project Industrial Relations Policy and Management Plan
PLA	Project Labour Agreements
PSIRM	Project Site Industrial Relations Manager
PSPM	Project Safety Program Manager
PSSM	Project Site Safety Manager
PrEng	Professional Engineer
ProgEM	Programme Environmental Manager
ProjEM	Project Environmental Manager
QA	Quality Assurance
reefer	Refrigerated unit
SANS	South African National Standards
SES	Standard Environmental Specification
SIP	Site Induction Programme
SMP	Safety Management Plan
SSRC	Site Safety Review Committee



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CIDB	Construction Industry Development Board
SAIMechE	South African Institution of Mechanical Engineering
SAICE	South African Institution of Civil Engineering
SAIEE	South African Institute of Electrical Engineers

SECTION A

1 DESCRIPTION OF THE SERVICE

1.1 Executive Overview

Transnet Port Terminals (TPT) is a division of Transnet SOC Limited whose core business is to provide cargo handling to a wide spectrum of customers, including shipping lines, freight forwarders and cargo owners. Operations are divided into four major business segments, namely containers, bulk, break bulk and automotive. The Dry Bulk Terminal (DBT) comprises of conveyor belts, ship loaders, ship unloaders, stackers and conveyor belt systems infrastructure for import, export and stacking of bulk commodities like coal, chloride, magnetite, and Sulphur to list few. Multi-Purpose Terminal (MPT) handles a mixer of commodities with the use of road truck transport, skips, forklifts, mobile ship loader cranes, ship unloader mobile cranes, straddlers and many more. Buildings infrastructure is also part of TPT RCB, which serves for office work administration.

TPT distinctive reflection of the businesses is portrayed through its commitment amongst others, to value, care and provide to our employees' a healthy working environment as deemed our primary duty under the section 43 of OHS Act No. 85 of 1993 Facilities regulations to ensure, so far as practicable, that workers are not exposed to health and safety risks arising from the business operation which may not be conducive for employees. The WHS Regulation places more specific obligations on a person conducting a business or undertaking in relation to the work environment and facilities for workers, including requirements to:

- 1.1.1 Ensure, so far as it is reasonably practicable, that the layout of the workplace, lighting and ventilation enables workers to carry out work without risks to health and safety.
- 1.1.2 Ensure, so far as is reasonably practicable, the provision of adequate facilities for workers, including toilets, drinking water, washing, and eating facilities.

Building air conditioning is part of the mandatory requirements for employers to adhere to in ensuring that employees are at all times, working in a safe, and productive enabling environment. The purpose of this works information is to provide goods and services information for the provision of buildings, air conditioning repairs and maintenance 60 months contract for Transnet Port Terminals Richards Bay.

1.2 Main Works Information

The contract deliverables are as follows:

- 1.2.1 Response to Air Conditioning repairs and maintenance Callouts
- 1.2.2 Inspections
- 1.2.3 Planned Maintenance Services



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2 Detailed Scope of Work

The service provider is required to perform the work on an as and when required basis in accordance with the following detailed scope of work:

2.1 Response to Air Conditioning repairs and maintenance Callouts

- 2.1.1 The service provider must put in place a callout response crew to attend to all callouts on urgent repairs and maintenance.
- 2.1.2 The crew must have adequate skills to conduct quick diagnosis, identify faults and or defects, and reinstate the air conditioner to normal operating state.
- 2.1.3 For minor faults, the crew must be able to carry out quick fixes within reasonable time.
- 2.1.4 The crew must be able to reconfigure aircons remote controllers.
- 2.1.5 The report of diagnosis and fix carried out shall be generated and shared with the TPT supervisor.
- 2.1.6 A consolidated monthly report shall be submitted to the supervisor.

2.2 Inspections

- 2.2.1 The service provider will be required to conduct monthly inspections of all units, and report at least on the following:
 - 2.2.1.1 Corrosion protection (rust)
 - 2.2.1.2 Mountings
 - 2.2.1.3 Fans functionality, vibration and noise.
 - 2.2.1.4 Bolts and nuts condition
 - 2.2.1.5 Pipes leaks
 - 2.2.1.6 Drainpipe condition
- 2.2.2 A comprehensive monthly report shall be generated and shared with the presiding officer on monthly bases.
- 2.2.3 All inspections shall have notifications created to enable planned maintenance for aircons.

2.3 Service Maintenance

2.3.1 Monthly routine maintenance

- 2.3.1.1 Service provider shall conduct monthly service maintenance for all air conditions. Listed in appendix A
- 2.3.1.2 Monthly maintenance service shall include but not limited to:
 - 2.3.1.2.1 Cleaning of filters and replace if required.
 - 2.3.1.2.2 Check and refill gas if running low
- 2.3.2 Weekly reports must be generated to be submitted to the presiding officer.
- 2.3.3 A consolidated monthly report shall be generated reporting on the contract performance with respect to all contract deliverables.

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2.3.4 Planned Service Maintenance

- 2.3.4.1 TPT and service provider shall consolidate, optimize, and implement a maintenance strategy for the aircons and repairs contract.
- 2.3.4.2 TPT shall capture the maintenance strategy and all maintenance schedule plans into SAP system.
- 2.3.4.3 These maintenance schedules shall be issued to the service provider to carry out maintenance plan according to the planned occupation.
- 2.3.4.4 Completed job cards shall be signed by Transnet supervisor upon confirmed completed work.
- 2.3.4.5 A monthly report for all completed planned service maintenance shall be generated by the service provider and issued it to Transnet for the span of the contract.

3 People Management**3.1 Required Skills**

3.1.1 Service provider must have the following skills for this contract:

Table 1: Skills Requirement Table

Item	QTY	Skill	Qualification	Experience	Professional Registration
1	1	Contract Manager	NQF Level 6 Mechanical Engineering	5 years' relevant Experience in HVAC Design, service and maintenance	N/A
2	3	Technician	(SAQCC for Gas or SAQA for Air Conditioning, Refrigeration, and Ventilation (ARV)	3 years' experience with Air Conditioning, Refrigeration and Ventilation	N/A
3	3	Trade hand	N/A	12 months experience	N/A
4	Total Required Resources				7
5	Total Number of crews required each with: 1 x Technician 1 x Trade hand				3

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4 Guiding Specifications**Table 2: Guiding Specifications**

Item No	Specification Number	Title of Specification	Revision	Date
1	EEAM-Q-006	Structural steel Work		
2	EEAM-Q-008	Corrosion Protection		
3	EEAM-Q-009	Quality Management		
4	EEAM-Q-010	Specification for reinforced Concrete and Structural		
5	EEAM-Q-012	General Electrical Equipment	1	10-Sep-12
6	EEAM-Q-013	Commissioning & Handover		
7	EEAM-Q-015	Elec Tech Data Sheet		
8	EEAM-Q-016	General Requirements and Conditions		
9	EEAM-Q-017	Medium voltage switchgear and control		
10	EEAM-Q-018/021/030	Specification for Electrical Equipment		
11	EEAM-Q-020	Tests on Electrical Equipment		
12	EEAM-Q-021	Electronic Equipment		
13	EEAM-Q-023	Specification for RBT -electrical Equipment		
14	EEAM-Q-024	General Conditions of Contract		
15	EEAM-Q-029	Specification for purchase of air conditions		

Table 3: National and International Standards

Title	Document No.
National & International Standards	
1. Room air conditioners and heat pumps.	SANS 1125:2004
2. Air conditioners, liquid chilling packages and heat pumps with electrically driven compressors for space heating and cooling.	SANS 54511 Part 1- 4:2010
3. Household and similar electrical appliances - Safety Part 1: General requirements.	SANS 60335-2-104: 2003
4. Household and similar electrical appliances – Safety Part 1 & 2 - 104: Requirements for appliances to recover and/or recycle refrigerant from air conditioning and refrigeration equipment.	SANS 60335-2-104: 2003

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5. TPT's SHEQ, Environmental Specification, Quality and General Requirements.	SHEQ, ES, (EEAM-009 & EEAM-016)
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SECTION B**5 Service provider's Responsibilities****5.1 The Service provider Shall:**

- 5.1.1 Provide all the necessary skills, resources, equipment, experts, any other item of expense that is essential for the completion of services as per above scope of work.
- 5.1.2 Review, familiarize and understand the proposed site including all constraints and environmental factors.
- 5.1.3 Review, familiarize and understand the operational requirements of the facilities in the Port of Richards Bay.
- 5.1.4 Any other reasonable works required to successfully deliver the services to the Employer on time, on budget, at the accepted quality.
- 5.1.5 Provide all necessary SHE compliance documentation as per TPT SHE specifications, including the submission and approval of a Safety File post award.
- 5.1.6 Hand over all documentation after services.

5.2 Contract Management

The Service provider must comply with the following:

- 5.2.1 Service Level Agreement (SLA) meetings: Compulsory quarterly attendance.
- 5.2.2 The Service provider will be expected to submit and keep (and make available to TPT on request) all service reports for the duration of the contract, and 6 months after the contract term. All works to be in accordance with the SHEQ, Environmental Specification, Quality and General Requirements.

5.3 Restrictions to Access on Affected Property, Roads, Walkways and Barricades

Affected Property entry and security control, permits, and Affected Property regulations: The *Service provider* complies with the Employer's Affected Property entry and security control, permits and Affected Property regulations.

- 5.3.1 The service provider is specifically excluded from entering the Employer's Operational Areas which are adjacent to the Affected Property. The Service provider plans and organises his work in such a manner to cause the least possible disruption to the Employer's operations.
- 5.3.2 The service provider ensures safe passage of his team, to traffic and around the Affected Property always working areas which includes providing flagmen.



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- 5.3.3 The service provider ensures that any of his staff, labour and Equipment moving outside of his allocated Affected Property and Service Areas does not obstruct the operations of the Terminal. To this end, access routes are allocated and coordinated by the Service Manager.
- 5.3.4 The service provider ensures that all his Service staff, labour, and Equipment remain within his allocated and fenced off working Area.
- 5.3.5 All service provider's staff and labour working within port complies with Transnet Port Terminals operational safety requirements and are equipped with all necessary personnel protective equipment (PPE).

People restrictions on Affected Property; hours of work, conduct and records: The *Service provider* keeps daily records of his people engaged on the Affected Property with access to such daily records available for inspection by the *Service Manager* at all reasonable times.

6 TPT's Responsibilities

TPT will provide the following resources "TPT representative, rigging and scaffoldings services" for the work as per this scope of work. TPT will provide these resources only for the work that will be done inside TPT premises.

SECTION C

7 Health and Safety Information

All health and safety Acts, rules and regulations must be practiced with accordance to the latest revisions and editions for complete compliance.

7.1 Safety Requirements

- 7.1.1 Service provider to comply with Health and Safety Acts and its regulations.
- 7.1.2 Refer to Occupational Health & Safety Act 85 of 1993 ("OHSA") for guidance.
- 7.1.3 Where applicable, service provider must have a safety file submitted to the safety department for assessment.
- 7.1.4 All employees must be medically fit with report confirming that they may commence work in Transnet premises.
- 7.1.5 Service provider to adhere to all environmental rules and regulations as explained in detail under management and start up topic.
- 7.1.6 All personnel always involved to have all relevant PPE requirement where applicable.

7.2 Compliance

- 7.2.1 Service providers shall comply with all legislation, but not limited to the following:
- 7.2.2 Occupational Health & Safety Act 85 of 1993 ("OHSA").
- 7.2.3 International Health Regulation Act 28 of 1974.
- 7.2.4 Hazardous Substances Act 15 of 1973.



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- 7.2.5 The Compensation for Occupational Injuries and Disease Act, 1993 (Act No.130 of 1993) ("COIDA"). Service provider must ensure that their COIDA registration is updated with accordance to the services rendered.
- 7.2.6 All material aspects of all applicable legislation, provincial ordinances, and local authority by-laws, including all relevant regulations promulgated in terms thereof, which affects the maritime business.
- 7.2.7 The basic conditions of Employment Act No.75 of 1997.
- 7.2.8 Criminal Procedure Act No.51 of 1977
- 7.2.9 National Ports Act No.12 of 2005 and enabling legislation thereto, including the Port Rules.
- 7.2.10 Control of Access to Public Premises and Vehicle Act, No 53 of 1985.
- 7.2.11 Legal Succession to the South African Transport Services Act No.9 of 1989 (but excluding any tariff provided for in such regulations).
- 7.2.12 Any other Transportation laws or directives that govern TPT's Transportation and Handling Services.
- 7.2.13 Merchant Shipping Act no.57 of 1951, the Maritime Security Regulations 2004 read in conjunction with the International Ship and Port Facility Security Code and Maritime Occupational Safety Regulations (1994), as amended.
- 7.2.14 Codes of Good practice embodied in the Broad Based Black Economic Empowerment Act No.53 of 2003:
- 7.2.15 Customs and Excise Act No.91 of 1964:
- 7.2.16 National Road Traffic Act and Regulations Act 93 of 1996 (as amended from time to time).
- 7.2.17 The National Railway Safety Regulator Act No.16 of 2002,
- 7.2.18 The Labour Relations Act No.66 of 1995 and the Regulations thereto.

8 Site Access and Information

Access to affected property shall be arranged by the project owner as indicated at the point of intent. The site is at the Bulk Terminal in the Port of Richards Bay. Access to the site will be from the existing public and maintenance road networks whilst access to the Port of Richards Bay will be through the East or West Access Gates. Access to the Port of Richards Bay will be subject to the TPT security requirements and regulations.

8.1 Site Information

Site Conditions: The groundwater table has been recorded at between 0.8 m and 1.5 m below ground level across the site during winter.

Altitude – sea level

Ambient temperature – 5 to 45 °C

Relative humidity – frequently 100%



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Air Pollution – heavily saline and dust laden; industrial and locomotive fumes; ignitable dusts

General wind velocities – up to 60km/ h

Storm wind velocities – up to 180 km /

Climate data for Richards Bay based on monthly averages for the 30-year period: 1961- 1990 (SAW, 2005) 2

9 Procurement

9.1 The Service Provider's Invoices

9.1.1 The invoice states the following:

9.1.1.1 Invoice addressed to Transnet SOC Limited.

9.1.1.2 Transnet Limited's VAT No: 4720103177

9.1.1.3 Invoice number:

9.1.1.4 The Service Provider's VAT Number; and

9.1.2 The invoice contains the supporting detail:

9.1.3 A bill format as per the tender document indicating previously paid, paid to date and amount due for the month.

9.1.4 The invoice is presented by emailing to AccountsPayable.TPTRCB@transnet.net

SECTION D

10 TECHNICAL EVALUATION TERMS AND CONDITIONS

10.1 SAQA or NQF Regulated qualifications

All bids' specifications requiring SAQA or NQF regulated qualifications must adhere to the below terms and conditions:

10.1.1 Qualifications submitted for tendering purposes must be copies and certified at the police station or by the commissioner of oaths within the same month, and after the date the tender was publicized.

10.1.2 An Affidavit must accompany certified copies declaring that all qualifications were acquired lawfully and with the consent from the qualifications holder(s).

10.1.3 A consent and a declaration form completed and signed by the qualification(s) holder must also be submitted, consenting to the use of their qualification(s) for tender purposes by the bidder, and declaring that their qualification(s) is not fraudulent and was acquired lawfully through a registered institution at the time the qualification was issued.

10.1.4 The above will be verified during substantive evaluation.

10.1.5 Where this sub-section is applicable, it will be used as an eligibility criterion, failure to comply with substantive tests, may lead to bidder's disqualification.



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10.1.6 All formal qualifications must be issued by a registered institution, and issued under one or a combination of the below regulatory bodies authority:

10.1.6.1 Quality Council for Trades and Occupations (QCTO)

10.1.6.2 Quality Council (QC)

10.1.6.3 Education and Training Quality Assurance (ETQA)

10.1.6.4 Sector Education and Training Authorities (SETA)

10.1.6.5 Umalusi

10.1.6.6 Council on Higher Education (CHE)

10.1.6.7 National Qualifications Framework (NQF)

10.1.6.8 South African Qualification Authority (SAQA)

10.2 Professional Registrations and Affiliations

10.2.1 Professional Registrations

10.2.1.1 All professional registrations i.e. ECSA, must have a practice number with an issue and expiry date. ECSA's validity will be verified through counting 12 months from issue date.

10.2.1.2 The registration of professional practice will be considered valid and active from 1994 under the new constitution of the republic of South Africa and issued under recent council templates and validity periods regulation.

10.2.1.3 The registration will be verified during substantive evaluation.

10.2.1.4 Where this sub-section is applicable, and if used as an eligibility criterion, failure to comply with substantive tests, may lead to bidder's disqualification.

10.2.2 Affiliations.

10.2.2.1 Affiliations with professional bodies may never be used as an eligibility criterion, i.e. SAIMEchE, SAICE, SAIEE, etc.

10.2.2.2 It may only be used for scoring to promote affiliations with professional bodies aimed at increasing and enhancing the body of knowledge for specialized fields and acquisition of PCDs (ECSA developmental considerations).

10.2.2.3 All professional affiliations must have a practice number with an issue and expiry date.



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10.3 Formal and In-house trainings for specialized services not regulated by SAQA and, or NQF.

10.3.1 Formal Training for specialized services not regulated by SAQA and, or NQF.

- 10.3.1.1 All formal trainings i.e. Operator's license, Driver's license, CAD Software Operator, Power BI, Microsoft office Products, etc., must have an issue and expiry date.
- 10.3.1.2 Where a capacity and skills building certificate issued such as CAD Software operator, IT specialized program, etc., has no expiry date, a certificate number must be clearly visible for traceability purposes.
- 10.3.1.3 Training period and scope or modules trained for must be stipulated on the certificate, and where necessary, a period for the training should be indicated.
- 10.3.1.4 All formal trainings must be issued by a registered training provider with a training provider practice number issued by the relevant regulating council or body, except for skill building software related trainings.
- 10.3.1.5 Trainings issued in computer software skills and capacity building are exempted to be issued by a registered assessor. However, they must be issued by the OEM or OPM of the product trained for, or by the authorized redistributor or reseller of the product, where the reseller or distributor must also demonstrate that they are authorized to provide such services on behalf of the OEM or OPM.
- 10.3.1.6 The above will be verified during substantive evaluation.
- 10.3.1.7 Where this sub-section is applicable, and if used as an eligibility criterion, failure to comply with substantive tests, may lead to bidder's disqualification.

10.3.2 In-house trainings for specialized services not regulated by SAQA and, or NQF.

- 10.3.2.1 All formal In-house trainings i.e. Laser Alignment, Conveyor Belts Splicing, Rigging, etc., must have an issue and expiry date.
- 10.3.2.2 Formal in-house trainings may only be used for scoring criteria.
- 10.3.2.3 Where Transnet intends to use an in-house formal training as a returnable to score points, a market research analysis to establish the key role players in specialization must be carried out prior to going out to market.
- 10.3.2.4 Market Research Analysis (MRA) exercises must identify the key players in providing an industry acceptable in-house training providers from the key market players.
- 10.3.2.5 The conditions must be that the key players provide training for all micro, macro enterprises and competitors.

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DESCRIPTION OF THE SERVICE: PART C3 - SOW - PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

- 10.3.2.6 For example, in-house training for splicing may require assessing key players like Dunlop, Continentals, Good Year, etc., for their capacity of providing training to assessors, training to individuals inside and outside the organizations, and, also to competitors.
- 10.3.2.7 The key role player should demonstrate attributes such as dedicated department, facility, equipment, experience, and expertise to provide such training.
- 10.3.2.8 Transnet will always align the conditions of acceptable in-house training certificates validity evaluation criteria with accordance to the market analysis of the key players.

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MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS
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OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER
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11 Appendices**11.1 Appendix A – List of Air Conditioning units**

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Appendix A – List of Air Conditioning Units**Table 4: List of Air Conditioning Units**

Section	Room No.	Type of air con and size
Finance	8	York-Split unit (18000BTU)
	1	TLC-split unit (24 000 BTU)
	5	York-Split unit (18000BTU)
	Admin office	Day tek-split (12 000 BTU)
	2	ECO-air split (12 000 BTU)
	3	York-Split unit (12 000BTU)
	10	York-Split unit (18000BTU)
	4	York-Split unit (18000BTU)
	6	York-Split unit (18000BTU)
	9	York-Split unit (18000BTU)
	Executive Board	ECO-air split (36 000 BTU)
	Executive Board	ECO-air split (36 000 BTU)
	11	ECO-air split (12 000 BTU)
	25	York-Split unit (18000BTU)
	Finance Board AC1	ECO-air split (36 000 BTU)
	32	ECO-air split (12 000 BTU)
	31	York-Split unit (12000BTU)
	33	York-Split unit (12 000BTU)
	29	York-Split unit (18 000BTU)
	35	ECO-air split (12 000 BTU)

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	Finance Board AC2	ECO-air split (18 000 BTU)
	23	York-Split unit (18 000BTU)
	26	York-Split unit (18 000BTU)
	Open plan	4 x York-Split unit (18 000BTU)
	27	York-Split unit (18 000BTU)
	Passage	LG-split (18 000 BTU)
	28	York-Split unit (18 000BTU)
	Finance passage	LG-split (18 000 BTU)
	38	LG-split (9 000 BTU)
	40	York-Split unit (12 000BTU)
	19	York-Split unit (18 000BTU)
	21	York-Split unit (18 000BTU)
	22	York-Split unit (18 000BTU)
	37	LG-split (9 000 BTU)
	17	York-Split unit (18 000BTU)
	41	LG-split (9 000 BTU)
	Revenue	York-Split unit (18 000BTU)
	34	Gree-Split (12 000 BTU)
	18	York-Split unit (18 000BTU)
	126	LG-split (9 000 BTU)
Commercial	Admin office	Daytek-split unit (24 000 BTU)
	Board room	ECO-air split (18 000 BTU)
	Office	ECO-air split (18 000 BTU)
	Store room	LG-split (18 000 BTU)

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	Floor 2 Passage	LG-split (18 000 BTU)
	30	York-Split unit (18 000BTU)
Business Unit	Terminal Manager	ECO-air split (18 000 BTU)
	Terminal Secretary	LG-split (18 000 BTU)
	Finance Manager	LG-split (18 000 BTU)
	Terminal Manager-2	LG-split (18 000 BTU)
	Glass Office	Media-split (9 000 BTU)
Engineering	109	York-Split unit (18 000BTU)
	110	ECO-air split (18 000 BTU)
	113	York-Split unit (18 000BTU)
	116	York-Split unit (18 000BTU)
	131	ECO-air split (12 000 BTU)
	115	York-Split unit (18 000BTU)
	118	ECO-air split (12 000 BTU)
	119A	ECO-air split (12 000 BTU)
	Engineering Board A	York-Split unit (18 000BTU)
	119 B	York-Split unit (18 000BTU)
	Engineering Board B	York-Split unit (18 000BTU)
	130	LG-split (9 000 BTU)
	125	LG-split (9 000 BTU)
	123	York-Split unit (18 000BTU)
	122	York-Split unit (18 000BTU)
	121	York-Split unit (18 000BTU)
	Drawing Office	LG-split (18 000 BTU)

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	127A	LG-split (9 000 BTU)
	129	York-Split unit (12 000BTU)
	117	York-Split unit (18 000BTU)
	127 B	York-Split unit (12 000BTU)
	128	LG-split (9 000 BTU)
	111	York-Split unit (18 000BTU)
	Chief Engineer	York-Split unit (18 000BTU)
	Cleaners' Office	York-Split unit (18 000BTU)
	IT server room x 2	York-Split unit (12 000BTU) x 2
	124	York-Split unit (18 000BTU)
VRV Central system	105	ECO-air split (12 000 BTU)
	Passage upstairs	Dalto cassette Central system (36 000 BTU)
	5 Procurement	ECO-air split (12 000 BTU)
	6 Procurement	ECO-air split (12 000 BTU)
	7 Procurement	ECO-air split (12 000 BTU)
Training Centre	Room 01	LG D/U
	Room 02	LG D/U
	Room 03	LG D/U
Shop 05	Kitchen AC1	ECO-air split (18 000 BTU)
	Room 06	LG-split (12 000 BTU)
	Room 03	ECO-air split (12 000 BTU)
	Room 04	LG-split (12 000 BTU)
	Room 05	LG-split (12 000 BTU)

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	Shift office	LG-split (12 000 BTU)
	Room 01	York-Split unit (12 000BTU)
	Mess room	ECO-air split (24 000 BTU)
	Room 01	TCL
Facilities	Fire Check Office	TCL split (12 000 BTU)
	Kitchen	Gree Split
	Room 01	ECO-air split (12 000 BTU)
	Supervisor office	ECO-air split (12 000 BTU)
HT electrical Dep	Kitchen	York-Split unit (18 000BTU)
	Board room	ECO-air split (18 000 BTU)
	Control office	York-Split unit (18 000BTU)
	Office 01	Dunham Bush Split
	Workshop	York-Split unit (24 000BTU)
Central stores	Office 01	LG-split (26 000 BTU)
	Kitchen	York-Split unit (24 000BTU)
	Open area	LG under Ceilling (48 000 BTU)
	Security Office	York-Split unit (12 000BTU)
	Store room A/C 2	LG-split (18 000 BTU)
	Store room A/C 1	LG-split (18 000 BTU)
	Office 02	ECO-air split (18 000 BTU)
CCR Building	Kitchen	ECO-air split (12 000 BTU)
	Camera room 1st floor	ECO-air split (36 000 BTU)
	Camera room 1st floor	Alliance split
	Server Room	ECO-air split (12 000 BTU)

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	Server Room	ECO-air split (12 000 BTU)
	Security Manager's Office	ECO-air split (12 000 BTU)
	Server Room	Daikin split (35 000 BTU)
	M. floor A/C 2	Panasonic U/C Unit
	M. floor A/C 1	Panasonic U/C Unit
	M. floor	Alliance split
	M. floor	Alliance split
	M. floor	ECO-air split (12 000 BTU)
	Boardroom 2	ECO-air split (60 000 BTU)
	Security Manager Office	York-Split unit (12 000BTU)
	1st floor	Panasonic U/C Unit
	2nd floor	TCL split
	1st floor	ECO-air split (12 000 BTU)
	2nd floor	Alliance U/C unit
Import Section	Kitchen	Gree U/C unit
	Chief Operation Supervisor	Aveon split unit
	Board room	ECO-air split (24 000 BTU)
	Reception	ECO-air split (36 000 BTU)
	Reception	Aveon split unit (26 000 BTU)
	Mess Room	Oaytek U/C unit
	Room 02	Aveon split unit
	Import Training Room	ECO-air split (18 000 BTU)
	Room 01	York-Split unit (12 000BTU)
	Board room	Chico split

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	Room 04	TCL split unit
	Room 05	LG split unit (12 000 BTU)
	Room 01	LG split unit (12 000 BTU)
	Mess Room	LG split unit (12 000 BTU)
	Room 03	York-Split unit (12 000BTU)
	Room 06	Gree split unit
	Manager's Room	ECO-air split (12 000 BTU)
	Room 05	York-Split unit (12 000BTU)
	Room 01	ECO-air split (12 000 BTU)
	Room 03	ECO-air split (12 000 BTU)
	Room 02	ECO-air split (12 000 BTU)
	Open Area	ECO-air split (12 000 BTU)
	Room 04	LG split unit (12 000 BTU)
	Training Room	York-Split unit (24 000BTU)
	Room 04	TCL split unit (12 000 BTU)
	Technical Manager	TCL split unit (12 000 BTU)
	Room 01	Aveon split unit
Storage Section	Room 01	York-Split unit (12 000BTU)
	Mess room Unit 02	Unitherm split (18 000 BTU)
	Tippler 01	ECO-air split (24 000 BTU)
	Reception	ECO-air split (12 000 BTU)
	Storage Operations	GMG Split Unit (12 000)
	Tippler F house	Trane Split
	Kitchen	

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	Store	TCL split unit (12 000 BTU)
	Store	TCL split unit (12 000 BTU)
	Open Office	Symphony split unit (18 000 BTU)
	Office 01	ECO-air split (12 000 BTU)
	Mess room Unit 01	Unitherm split (18 000 BTU)
	Office 02	Unitherm split (18 000 BTU)
	Technical Sup. Office	TCL split unit (18 000 BTU)
	Office no:3	ECO-air split (12 000 BTU)
	Board room x 3	TCL split unit (24 000 BTU)
	Technical Supers x 3	TCL split unit (18 000 BTU)
Export Section	M21H	Aux split (12 000 BTU)
	M24H	Aux split (12 000 BTU)
	Room 06	Defy Consol (9 000 BTU)
	Room 01	Jet air split unit (12 000 BTU)
	Supervisor Office	York-Split unit (12 000BTU)
	UPS 01	York-Split unit (12 000BTU)
	Room 05	Unitherm split (9 000 BTU)
	Mess Room A/C 2	LG split
	Kitchen	LG split
	Kitchen	LG split
	Mess Room A/C 1	LG split (24 000 BTU)
	Server Room	LG split (24 000 BTU)
	Supervisor's Office	ECO-air split (12 000 BTU)
	Woodchips Office	ECO-air split (12 000 BTU)

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	Room 02	ECO-air split (12 000 BTU)
	Room 03	ECO-air split (12 000 BTU)
	Mess Room	ECO-air split (12 000 BTU)
	Supervisor's Office	ECO-air split (12 000 BTU)
	Honesty Office	TCL split unit (18 000 BTU)
Ingwenya Building	Room 01	TCL split unit (18 000 BTU)
	Board room 02	Jet air split unit (12 000 BTU)
	Mate receipt 03	York-Split unit (12 000BTU)
	Room 04	York-Split unit (12 000BTU)
	Room 05	ECO-air split (18 000 BTU)
	Room 06	York-Split unit (12 000BTU)
	Room 11	ECO-air split (24 000 BTU)
	Room 16	TCL split unit (24 000 BTU)
	Room 17	York-Split unit (12 000BTU)
	Room 20	York-Split unit (12 000BTU)
	Receipt 01	York-Split unit (12 000BTU)
	Room 12	York-Split unit (12 000BTU)
Security Cabins	F01	York-Split unit (12 000BTU)
	Shen Cell Exit	York-Split unit (12 000BTU)
	Security Office 606 check point	York-Split unit (12 000BTU)
	Security Office	York-Split unit (12 000BTU)
	Mhlathuze Security Park homes	LG W/W unit
Neo Bulk	Board room	LG split unit (18 000 BTU)

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	Room 03	LG split unit (18 000 BTU)
	Room 02	York-Split unit (12 000BTU)
	Room 01	LG split unit (12 000 BTU)
	Operations Management	LG split unit (12 000 BTU)
	Open Area	LG split unit (12 000 BTU)
6 Series Park homes	Male changing room	LG W/W unit
	Kitchen	LG W/W unit
	Female changing room	LG W/W unit
	Kitchen	LG W/W unit
	Kitchen	LG W/W unit
	Kitchen	LG W/W unit
	Kitchen	LG W/W unit
	Female changing room	Alliance W/W unit
	Female changing room	Alliance W/W unit
	Male changing room	LG W/W unit
Combi steel Park homes	Park homes	LG W/W unit
	Park homes	LG W/W unit
	Park homes	LG W/W unit
Export Park homes	Kitchen	LG W/W unit
	Male changing room	LG W/W unit
	Male changing room	LG W/W unit
	Female changing room	LG W/W unit
	Kitchen	LG W/W unit
Import Park homes	Kitchen	LG W/W unit

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	Female changing room	LG W/W unit
	Male changing room	LG W/W unit
Neo Bulk Park homes	Park homes	LG W/W unit
	Park homes	LG W/W unit
	Park homes	LG W/W unit
	Park homes	LG W/W unit
	Neo Bulk A/C 2	LG W/W unit
	Neo Bulk A/C 4	LG W/W unit
	Park homes	LG W/W unit
	Park homes	LG W/W unit
	Park homes	LG W/W unit
	Neo Bulk A/C 3	LG W/W unit
	Neo Bulk A/C 1	LG W/W unit
	Kitchen	LG W/W unit
	Kitchen	LG W/W unit
Quay Side towers	Room 200	TCL split unit
	Room 201	LG split unit
	Operation	LG split unit
	Storeroom	LG W/W unit
	Room 203	LG U/C unit
	Room 02	TCL split unit
	Room 300	LG U/C unit
	Room 01	LG window wall (12 000 BTU)
CPO 708 tower	Room 300	York U/C unit

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	Room 203	LG U/C unit
	Room 200	LG U/C unit (36 0000)
	Room 102	LG U/C unit (12 0000 BTU)
	Room 101	York W/W unit
	Room 01	LG window wall (12 000 BTU)
Combi Steel	Top office 2	York-Split unit (24 000BTU)
	Room 03	LG window wall
	Room 01	York-Split unit (18 000BTU)
Endlovini	Chemistry clinic staff	ECO-air split unit (12 000 BTU)
	Fleet co-ordinators	ECO-air split (12 000 BTU)
	Medical Emergency Centre/Office	ECO-air split (12 000 BTU)
	Fleet office	York-Split unit (36 000BTU)
	Medical Emergency Centre/Office	York-Split unit (24 000BTU)
	Fleet office	York-Split unit (36 000BTU)
	Clinic Kitchen	York-Split unit (36 000BTU)
	Clinic	York-Split unit (36 000BTU)
	Fleet co-ordinators	York-Split unit (36 000BTU)
Umkhombe	Plant- A	Daikin fresh air
	Serve Room	York-Split unit
	Room 2/2	York-Split unit (12 000 BTU)
	Room 202 x 2	Starway split unit
	Room 214	Ascion split
	Open plan Area	Daikin C/U

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	Room 129	Daikin C/U
	Human Resource 112	Daikin C/U
	Reception	Daikin C/U (12 000 BTU)
	Board room 208	Daikin C/U
	Room 113	York-Split unit (12 000 BTU)
	Room 115	York-Split unit (12 000 BTU)
	Room 20	Jet air split
	Room 213	York-Split unit (12 000 BTU)
	Room 116	York-Split unit (12 000 BTU)
	Room 119	LG split unit (12 000 BTU)
	Board room 200	TCL split unit
	Plant - B	Daikin fresh air
	SHERQ Department	ECO-air split (24 000 BTU)
MHA workshop	Room 112	Aveon split unit
	Room 127	Carrier split unit
	Room 100	Jet air split unit (18 000 BTU)
	Waiting Room	Gree Cassette
	Room 108	Aveon split unit
	Mess room	Carrier split unit
	Room 120	Ascion split unit
	Room 115	Starway split unit
	Room 104	Aveon split unit
	Room 131	ECO-air split unit (12 000 BTU)
	Toll Store	Aux split unit

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	Room 113	Aveon split unit
	MHA stores	Aveon split unit
	Room 125	York-Split unit (12 000 BTU)
	Room 127	York-Split unit (12 000 BTU)
	Room 129	Carrier split unit
	Board room 130	York-Split unit (24 000 BTU)
	Tyre Store	ECO-air split unit (12 000 BTU)
	Room 124	Ascion split unit
	Room 114	Starway split unit
	Shift supervisor	TCL split unit
	Room 109	Aveon split unit
	Room 111	Aveon split unit
	Room 107	Aveon split unit
Pig Iron/ Weighbridge Cabins	Room 07	ECO-air split unit (9 000 BTU)
	Room 07	ECO-air split unit (12 000 BTU)
	Room 05	York-Split unit (12 000 BTU)
	02 Out bound	York-Split unit (9 000 BTU)
Export Weighbridge Cabins	701 Outpound	ECO-air split unit (12 000 BTU)
	701 Outpound	ECO-air split unit (9 000 BTU)
	701 Outpound	ECO-air split unit (12 000 BTU)
	Park home	ECO-air split unit (9 000 BTU)
	Room 01	LG split unit (9 000 BTU)
	Room 01	LG split unit (9 000 BTU)
	Room 13	ECO-air split unit (9 000 BTU)

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	Room 13	ECO-air split unit (12 000 BTU)
	Room 14	ECO-air split unit (9 000 BTU)
	Room 14	ECO-air split unit (9 000 BTU)
	Room 122	LG split unit (9 000 BTU)
	Room 122	ECO-air split unit (12 000 BTU)
	Room 04	York-Split unit (12 000 BTU)
	Room 04	ECO-air split unit (12 000 BTU)
	Room 04	ECO-air split unit (12 000 BTU)
	Room 03	York-Split unit (12 000 BTU)
Elmec Loader	E- house	ECO-air split unit (60 000 BTU)
	E- house	ECO-air split unit (60 000 BTU)
	Driver's cabin	York split unit (18 000 BTU)
Mentakraft	E- house	ECO-air split unit (60 000 BTU)
	Driver's cabin	Unitherm 12 000 BTU
Sandvik	E- house	
	Driver's cabin	
Caillard 07	E- house	Alliance split unit (60 000 BTU)
	E- house	ECO-air split unit (60 000 BTU)
	Driver's cabin	TCL split unit (12 000 BTU)
Caillard 08	E- house	Alliance split unit (60 000 BTU)
	E- house	ECO-air split unit (60 000 BTU)
	Driver's cabin	TCL split unit (12 000 BTU)
Alesa 1	E- house	Alliance split unit (60 000 BTU)
	Driver's cabin	Gree split unit (12 000 BTU)

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Alesa 02	E- house	Daikin U/C (36 000 BTU)
	E- house	Daikin U/C (36 000 BTU)
	E- house	Daikin U/C (36 000 BTU)
	E- house	Daikin U/C (36 000 BTU)
	Driver's cabin	
Stacker	E- house	ECO-air split unit (18 000 BTU)
	Driver's cabin	York-Split unit (12 000 BTU)
GP 2	E- house	ECO-air split unit (18 000 BTU)
	Driver's cabin	ECO-air split unit (12 000 BTU)
Loading stage	Office	ECO-air split unit (18 000 BTU)
Substation A	4x 36 000 BTU	Haire Under ceiling
	4x 60 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation B	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation C	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation D	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation E	4x 60 000 BTU	Haire Under ceiling

**TRANSNET PORT TERMINALS**

TENDER NUMBER:

DESCRIPTION OF THE SERVICE: PART C3 - SOW - PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation F	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation G	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation H	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation I	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation J	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation K	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation L	4x 60 000 BTU	Haire Under ceiling
	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit
Substation M	4x 60 000 BTU	Haire Under ceiling

**TRANSNET PORT TERMINALS**

TENDER NUMBER:

DESCRIPTION OF THE SERVICE: PART C3 - SOW - PROVISION OF AIR CONDITIONING MAINTENANCE SERVICES INCLUDING SPARES FOR THE OFFICE AIR CONDITIONERS CONTRACT FOR 60 MONTHS FOR TRANSNET SOC LTD (REG. NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS RICHARDS BAY (HEREINAFTER REFERRED TO AS "TPT RCB")

	2x 36 000 BTU	
	1x 18 000 BTU	Haire split unit

Note: This information is indicative of the existing units prior to tender advertisement. Service provider should be flexible to adjust to variation of quantity and specifications of Aircon units should such circumstance arise.