


Turbine Hall 65 Meme Pilliso Newtown P O Box 61542 Marshalltown 2107 Tel : (011) 688-1400 Fax : 0111 688-1559				 Johannesburg Water		PAGE NO.		
						CLOSING DATE AND TIME		
						1-Sep-25	12:00	
						Date of Issue 25 August 2025		
INITIATING DEPARTMENT Electro - Mechanical		INITIATOR Vukosi Mashiloane		QUOTATION DATE 60 DAYS		VALIDITY 7 DAYS		
QUOTATION REFERENCE RFQJW1057BZ25 -Electro-Mech plumbing services		COLLECTIVE NO.						
QUOTATION REQUESTED FROM								
				QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM. 80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR SPECIFIC GOALS AS PER PPPFA 2022				
				ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD)				
				JW Contact Person : - Email Address : baxolile.zulu@jwater.co.za Telephone Number : 011 688 1452				
ITEM NO.	DESCRIPTION	DESCRIPTION OF ITEM OFFERED	UOM	QTY REQUIRED	PRICE QUOTED EXCL. OF V.A.T.	DISCOUNT	PRICE QUOTED INCL. OF V.A.T.	
	Plumbing services required for Electro- Mechanical depots for a period of 6 months on as and when required basis							
1	Replacement and installation of bathroom plumbing requirements							
A	Plastic cistern and accessories		Each	1				
B	Ceramic cistern and accessories		Each	1				
C	Coral front flush toilet suit including mechanism		Each	1				
D	Toilet seats		Each	1				
E	Toilet flushing mechanism and accessories		Each	1				
F	Water supply tubes and accessories		Each	1				
G	Shower taps and accessories		Each	1				
H	Basin single taps and accessories		Each	1				
I	Basin mixer taps and accessories		Each	1				
J	wall mounted basin							
2	Replacement and installation of kitchen plumbing requirements							
A	Single taps(hot and cold water) and accessories		Each	1				
B	Mixer tap and accessories		Each	1				
C	Replacement of kitchen steel double sink		Each	1				
D	Replacement of kitchen steel single sink		Each	1				
3	Plumbing repairs							
A	Repairing toilet leaks		Each	1				
B	Repairing kitchen sink and tap leaks		Each	1				
C	Repairing basin leaks		Each	1				
D	Unblocking drains		Each	1				
4	Gyser repairs							
A	Replace the heating element		Each	1				
B	Replace the thermostat		Each	1				
C	Flush geyser to remove sediment		Each	1				
D	Replace pressure relief/control valve		Each	1				
E	Tighten and reseal fittings		Each	1				
F	Clean blocked pipes		Each	1				
G	Replace blocked pipes		Each	1				
TECHNICAL EVALUATION CRITERIA(minimum of 60 percent for a quote to be considered)								
A	Whether or not the Vendor understood the RFQ specifications.(50%)							
B	Minimum of one contactable reference letter where similar work was done successfully(40)							
C	Stipulate delivery period (10%)							
Delivery site: Jw Electro-Mechanical Depots (Fennell road, Glenvista, Harmberg, Hursthill and Scott Athol Depots)								
Contact person: Vukosi Mashiloane - 081 042 6892/ 011 689 9171								



HEALTH, SAFETY & ENVIRONMENTAL (SHE) SPECIFICATION: BASELINE RISK ASSESSMENT

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	Electro- Mechanical Depots (Ffennell road, Glenvista, Hamberg, Hursthill and Scott Athol)
PROJECT DESCR:	Plumbing services required for a period of 6 months on as and when required basis

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequence	Rating	Controls
Submission of Safety file	<ul style="list-style-type: none"> ✓ Unapproved safety file/ working without safety file 	<ul style="list-style-type: none"> ✓ Unsafe work conducted in the clients premises ✓ Non adherence to the clients safety requirements 	<ul style="list-style-type: none"> ✓ Fatalities, injuries, damage to property 	High	<ul style="list-style-type: none"> ✓ Compile safety file and submit it to the OHS department for approval ✓ Employees need to be inducted ✓ Employees work and safety file will be audited and monitored while they are on site
Transportation of material to site	<ul style="list-style-type: none"> ✓ Unsafe road conditions ✓ Un-road worthy vehicles ✓ Equipment and material not safely secured ✓ Incompetent drivers ✓ Driving under the influence of alcohol ✓ Inclement weather ✓ Speeding 	<ul style="list-style-type: none"> ✓ Accident 	<ul style="list-style-type: none"> ✓ Personal injuries ✓ Property damage 	Moderate	<ul style="list-style-type: none"> ✓ Adherence to the speed limit ✓ Only competent/ authorised drivers should operate the vehicle ✓ Inspection of vehicles ✓ Equipment and material to be properly secured ✓ Alcohol testing to be done
Offloading of material and loading	<ul style="list-style-type: none"> ✓ Faulty machinery ✓ Poor ergonomics ✓ Equipments (suspended load) 	<ul style="list-style-type: none"> ✓ Hands can be caught in between materials 	<ul style="list-style-type: none"> ✓ Injuries ✓ Back sprain 	Low	<ul style="list-style-type: none"> ✓ The correct PPE must be worn ✓ Designate the stacking areas and put signs

	falling on employees ✓ Unsafe slings and guide ropes ✓ uneven surface	✓ Obstructed walkways by materials ✓ Unsafe stacking of materials			✓ Stacking and storage inspector must be appointed and in charge
Site establishment: ✓ Preparation of the ground surface ✓ Fencing of site ✓ Placing of containers ✓ Electrical installation ✓ Installation of welfare facilities ✓ Placing of office equipments	✓ Material handling ✓ Use of hand tools to erect the structure/ container	✓ Falling material and equipments ✓ Unsafe use of hand tools	✓ Personal injury ✓ Personal injuries	Low	✓ Handling material with care ✓ Do not handle more material than you are capable of carrying ✓ Compile safe use of hand tool procedure ✓ Train employees on the correct use of hand tools ✓ Appoint a hand tool inspector ✓ Inspect all hand tools before use ✓ Report damaged hand tools ✓ Remove damaged hand tools from the site to prevent unauthorised use ✓ Wear hand gloves
Access control / entry and exit	✓ Unsafe camping site	✓ Inadequate security / no security	✓ Injuries, theft / criminal activities	Moderate	✓ Appoint PSIRA accredited security guard
Locating existing pipes	✓ Existing underground services	✓ Explosion, electrocution, damage service, asbestos pipe	✓ Fatalities, injuries	Moderate	✓ Get existing pipe drawings ✓ Check relevant Authority (e.g. power, water, gas, council) records for location of services. ✓ If in doubt uses experienced/ accredited service locators. ✓ When using hand prodders to locate pipes, prodders must never be driven in to the

					ground by hammers or other implements.
Excavating	✓ Use of hand tool	✓ Unsafe use of hand tool	✓ Personal injuries	Moderate	✓ Adherence to the hand tool procedure ✓ Report damaged tools ✓ Use the right tool for each job ✓ Appoint excavation supervisor
	✓ Accessing the trench	✓ Unsafe accessing of the trench / leaving the trench	✓ Falling injuries	Moderate	✓ Use a ladder to access the trench/ exit the trench ✓ Appoint ladder inspector ✓ Inspect the ladder before use
Laying of pipes and fitting	✓ Excavation collapsing	✓ Employees being buried under ground	✓ Fatalities ✓ Injuries	High	✓ TLB should not be placed/ parked too close to the excavation
	✓ Use of hand tool	✓ Unsafe use of hand tools ✓ Using the wrong tool for the task ✓ Using damaged tools	✓ Injuries	Moderate	✓ Wear hand gloves ✓ Adhere to safe use of hand tool procedure ✓ Use the correct hand tool for each task ✓ Inspect all tools and report damaged tools
	✓ Manual handling of pipes	✓ Poor ergonomics	✓ Back injuries	Moderate	✓ Train employees on the correct lifting technique
		✓ Unsafe handling of pipes	✓ Pinch injuries, caught between injuries	Moderate	✓ Handle pipes with care, proper communication between fellow colleagues when handling pipes ✓ Wear hand gloves
	✓ Exposure to sewer	✓ Exposure to biological agents	✓ Exposure to communicable diseases	Moderate	✓ Vaccinate employees against HVA

Repair of leaking taps	<ul style="list-style-type: none"> ✓ The use of hand tools ✓ Flooding 	<ul style="list-style-type: none"> ✓ Defective hand tools ✓ Wrong tool for the task ✓ Slippery ground ✓ Water pressure ✓ Ergonomics 	<ul style="list-style-type: none"> ✓ Hand injuries ✓ Pinch injuries ✓ Slip and fall injuries ✓ Bruising on the body being plashed by water due to water pressure ✓ Back injuries 	Moderate	<ul style="list-style-type: none"> ✓ Appoint hand tool inspector ✓ Inspect hand tools ✓ Report defective tools ✓ Remove defective tools from site ✓ Use the correct tool for the task ✓ Follow the correct lock out procedure for water system and ties in ✓ Appoint competent plumber ✓ Wear protective gloves
Repair of toilets	<ul style="list-style-type: none"> ✓ Use of hand of hand tools ✓ Falling tools 	<ul style="list-style-type: none"> ✓ Basin falling ✓ Use of defective or wrong tool for the task 	<ul style="list-style-type: none"> ✓ Foot injury ✓ Damage to property ✓ Hand injuries ✓ Pinch point injuries 	Moderate	<ul style="list-style-type: none"> ✓ Wear steel toe safety shoes ✓ Request for assistance if and when the geyser is heavy ✓ Report defective tools ✓ Do not use defective tools ✓ Inspect all tools ✓ Appoint hand tool inspector
Replacement of toilet flushing mechanism/ shower partitioning of showers	<ul style="list-style-type: none"> ✓ Use of hand tools ✓ Working in awkward position/ carrying heavy material 	<ul style="list-style-type: none"> ✓ Use of defective or wrong tool for the task ✓ Incorrect use of hand tools ✓ Using the wrong tools for the task ✓ Use of damaged tools ✓ Poor ergonomics 	<ul style="list-style-type: none"> ✓ Damage to property ✓ Hand injuries ✓ Pinch point injuries ✓ Back pains/ strain 	Moderate	<ul style="list-style-type: none"> ✓ Wear steel toe safety shoes ✓ Request for assistance if and when the geyser is heavy ✓ Report defective tools ✓ Do not use defective tools ✓ Inspect all tools ✓ Appoint hand tool inspector ✓ Wear protective gloves ✓ Appoint hand tool inspector ✓ Inspect hand tools ✓ Train employees on the correct lifting techniques

Replacement of toilet basins/ kitchen steel basins	<ul style="list-style-type: none"> ✓ Heavy basins/ kitchen basins ✓ Use of hand 	<ul style="list-style-type: none"> ✓ Basin falling ✓ Use of defective or wrong tool for the task ✓ Incorrect lifting 	<ul style="list-style-type: none"> ✓ Foot injury ✓ Damage to property ✓ Hand injuries ✓ Pinch point injuries ✓ Muscle sprains 	Moderate	<ul style="list-style-type: none"> ✓ Wear steel toe safety shoes ✓ Request for assistance if and when the geyser is heavy ✓ Report defective tools ✓ Do not use defective tools ✓ Inspect all tools ✓ Appoint hand tool inspector ✓ Wear protective gloves
✓ Electrical isolation	✓ Live equipments	<ul style="list-style-type: none"> ✓ Components causing electrical shock, burns or electrocution. 	<ul style="list-style-type: none"> ✓ Burns ✓ Property damage ✓ Fire ✓ Explosions 	High	<ul style="list-style-type: none"> ✓ Only qualified and competent persons to work on electrical equipment. ✓ All work on electrical equipment only to be carried out following isolation.
Welding	✓ The use of a welding machine	<ul style="list-style-type: none"> ✓ Welding sparks 	✓ Arc eyes	High	<ul style="list-style-type: none"> ✓ Wear task specific PPE ✓ Compile safe working procedure for welding ✓ Inspection of equipments ✓ Competent employees should perform this task ✓ Place a welding and cocoon the welding site
Working at heights	✓ The use of a ladder	<ul style="list-style-type: none"> ✓ Falling from heights 	✓	High	<ul style="list-style-type: none"> ✓ Appoint ladder inspector ✓ Wear task specific PPE ✓ Adhere to ladder safe work procedure ✓ Provide proper training for employees working at heights ✓ Only employees that are fit to work at heights are permitted to conduct this task
Repair/ replacement of geyser/ flushing geyser for sediments	<ul style="list-style-type: none"> ✓ Working on a connected geyser ✓ Heavy geyser 	<ul style="list-style-type: none"> ✓ Hot water ✓ Live electricity ✓ Poor ergonomics 	<ul style="list-style-type: none"> ✓ Burns ✓ Back injuries ✓ Hand injuries ✓ Pinch injuries 	High	<ul style="list-style-type: none"> ✓ Switch off the geyser before operating on it ✓ Electrocution /fatality

	<ul style="list-style-type: none"> ✓ Use of hand tools ✓ Working in a confined space 	<ul style="list-style-type: none"> ✓ Defective hand tools ✓ Wrong tool for the task ✓ Insufficient air in the ceiling/ heat ✓ Falling from height ✓ 	<ul style="list-style-type: none"> ✓ Land pollution 		<ul style="list-style-type: none"> ✓ Train employees on the correct lifting techniques ✓ Use the correct tool for each task ✓ Use protective gloves ✓ Ensure there is enough in the ceiling/ ventilated the area ✓ Appoint confined space supervisor ✓ Encourage body system and ensure 2 employees or more perform the task in a confined space ✓ Appoint first aider ✓ Ensure that water drains in the correct
Pressure testing	<ul style="list-style-type: none"> ✓ Pressure testing 	<ul style="list-style-type: none"> ✓ Joint failure / 	<ul style="list-style-type: none"> ✓ Injuries ✓ Property damage 	Moderate	<ul style="list-style-type: none"> ✓ Use only competent person to perform the task. ✓ Adequately secure connecting pipes (safety pins for lever couplings). ✓ To prevent joint or pipe section failure, fix brackets close enough together to prevent excessive movement. ✓ Don't exceed pipe operating pressure, ensure pipe is correct diameter. ✓ Ensure pipe not damaged. ✓ Ensure adequate support where a change in direction or reducer occurs.
<ul style="list-style-type: none"> ✓ Reconnecting services 	<ul style="list-style-type: none"> ✓ Reconnecting electrical and water supply services 	<ul style="list-style-type: none"> ✓ High water pressure ✓ Electrocution 	<ul style="list-style-type: none"> ✓ Burns 	Moderate	<ul style="list-style-type: none"> ✓ Use PPE and relieve pressure in system. ✓ Earth straps and insulating gloves to be used as services

					<p>are used for household earthing.</p> <p>✓ Always ensure pipes are cleaned back to bare metal prior to fitting the bridging straps to ensure a direct electrical contact between the pipes and the strap.</p>
Housekeeping	✓ Poor housekeeping	✓ Trip and fall	✓ Trip and fall injuries	Low	<p>✓ Remove all equipments/ tools that will not be needed for the tasks</p> <p>✓ Clean all the areas after each task</p>

RISK ASSESSMENT MATRIX

Likelihood	Consequences				
	Insignificant (minor problem easily handled by normal day to day processes)	Minor (Some disruption possible e.g. Damage equal to R150k)	Moderate (significant time / resources required. E.g., damage equal to R500k)	Major (Operations severely damaged. E.g., damages equal to R1m)	Catastrophic (business survival is at risk. Damage equal to R5m – 10m)
Almost certain (90% chance)	High	High	Extreme	Extreme	Extreme
Likely (between 50-90%)	Moderate	High	High	Extreme	Extreme
Moderate (between 10-50%)	Low	Moderate	High	Extreme	Extreme
Unlikely (between 3-10%)	Low	Low	Moderate	High	Extreme
Rare (<3%)	Low	Low	Moderate	High	High



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1. SCOPE OF WORK

Plumbing services required for Electro- Mechanical Depots for a period of 6 months on as and when required basis

PURPOSE

The aim of the SHE specification is to ensure that any contractor which is appointed by Johannesburg Water to conduct any work complies with the SHE requirements of the SHE specification and any other legislative requirement applicable to the contract scope.

2. APPLICABILITY

This document is applicable to all contractors and suppliers conducting contractual activities for and on behalf of Johannesburg Water.

3. APPOINTMENTS

The contractor and its appointed sub-contractor must make the relevant legislative and non-statutory appointments, which must be maintained valid for the entire contract duration.

All appointees shall be suitably trained and found to be competent for the responsibilities there are assigned for.

Copies of all relevant appointments and the relevant competence certificates must be kept in the relevant SHE file.

Appoint:

1. Hand tool Inspector
2. Excavation Supervisor
3. Hazardous chemicals Agent Coordinator
4. Risk Assessor
5. Construction Supervisor
6. Ladder Inspector
7. First Aider
8. Fire Fighting Equipment Inspector
9. Incident Investigators
10. Construction Supervisor (Plumber)

4.INSURANCE

The contractor and all its appointed sub-contractor(s) shall be registered with an appropriate compensation commissioner and have a valid letter of good standing from commissioner. The contractor is responsible for ensuring the Letter of Good Standing is valid for the entire duration of the project/contract. A copy of the letter of Good Standing must be kept in the SHE file.



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5. COSTING FOR SHE REQUIREMENTS

The contractor is responsible for ensuring that SHE costing is taken into consideration for the entire project/contract as this will ensure they comply with the SHE legislative requirements

6. INDUCTION

An initial induction shall be done with key personnel to familiarize them with the requirements on site and for compiling the SHE file.

Once labourers are appointed JW will conduct an induction on SHE requirements, and the contractor is also required to conduct their company specific induction

7. SUBMISSION OF SAFETY FILE

- Once appointed the contractor can submit their safety file for approval.
- Approval will be granted when the critical items have been sufficiently addressed.

8. RISK ASSESSMENT

- Every Contractor who has been appointed contractually to conduct work for Johannesburg water shall do compile a baseline risk assessment prior to starting with work, subject to the approval of the Client.
- Thereafter the task based risk assessments will be done daily with every task being done.

9. SAFE WORKING PROCEDURES / METHOD STATEMENTS

The following method statements / safe working procedures must be compiled:

- Incident investigation, emergency plan, waste management plan, PPE procedure, hand tool procedure, hazardous chemical substance procedure.
- Method statement for the entire works

10. EXCAVATIONS

Supervision by a Competent Person

Under Construction Regulation 13(1), all excavation work must be supervised by a competent person who has been appointed in writing. This supervisor is responsible for overseeing the entire excavation process to ensure safety standards are met and risks are managed appropriately. Their expertise helps mitigate hazards and ensures that safety protocols are followed.



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Evaluating Ground Stability

Before any excavation begins, Construction Regulation 13(1)(b) requires contractors to assess the stability of the ground. Evaluating the ground's composition and load-bearing capacity helps prevent unexpected collapses, safeguarding workers from potential entrapment and injury.

Preventing Material Dislodgement and Collapse

Construction Regulation 13(2)(a) mandates that contractors must take all reasonable precautions to prevent the fall or dislodgement of material within the excavation. Measures might include barriers, bracing, and properly graded walls to protect workers from being buried or trapped by shifting earth or debris.

Shoring and Bracing Requirements

To prevent excavation walls from collapsing, Construction Regulation 13(2)(b) states that no worker should be allowed to work in an unbraced excavation. When shoring or bracing is needed, contractors are responsible for ensuring these supports are properly designed and installed to withstand the loads they will face. In cases where the excavation sides are stable enough (either through sloping or in naturally stable material), shoring may not be necessary, provided that a competent person has evaluated the site and documented their approval in writing.

Avoiding Excessive Loading Near Excavation Edges

The regulation specifies under Construction Regulation 13(2)(d) that no heavy loads, equipment, or materials should be placed close to the edge of an excavation if doing so could cause a collapse. Precautions like moving materials away from edges or reinforcing the excavation walls can help avoid destabilizing the ground.

Ensuring Stability of Adjacent Structures

Construction Regulation 13(2)(e) addresses scenarios where nearby buildings, structures, or roads could be affected by excavation. Contractors must take necessary steps to ensure these surrounding structures remain stable and safe throughout the excavation process.



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Safe Access to Excavations

To protect workers in and around excavation sites, Construction Regulation 13(2)(f) requires that safe access points be provided for any worker in an excavation. Access points must be no more than six meters from any worker's position, ensuring that all personnel have quick escape routes in case of emergency.

Identifying and Managing Utility Services

Before starting any excavation work, Construction Regulation 13(2)(g) requires contractors to locate all existing utilities (such as electricity, gas, water lines) that could be affected. Precautions must be taken to prevent accidental damage to these services, reducing risks to both workers and the public.

Mandatory Inspections and Record-Keeping

Inspection is key to maintaining safety in excavations. Construction Regulation 13(2)(h) mandates daily inspections, as well as additional inspections after events like blasting, ground shifts, support damage, or heavy rainfall. A competent person must conduct these checks to confirm the excavation is safe for continued work, and all findings must be recorded in a register available for review by relevant parties.

Protecting the Public and Roadways


When excavations are adjacent to public roads or areas accessible to the public, Construction Regulation 13(2)(i) requires that barriers or fencing be placed around the excavation. These protective measures should stand at least one meter high and, in cases of poor visibility, be illuminated or clearly marked to prevent accidents.

Confined Space Precautions

For excavations that qualify as confined spaces, Construction Regulation 13(2)(j) states that all requirements under the General Safety Regulations (2003) must be observed. These confined space precautions reduce risks associated with limited ventilation, visibility, and restricted movement.

Handling Explosives Safely

In cases where excavation involves the use of explosives, Construction Regulation 13(2)(k) requires that a competent individual be appointed to oversee their use. This person must also develop a method statement, ensuring the proper handling and detonation procedures in line with applicable explosives legislation.

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Warning Signs and Indicators

For any excavation where personnel are actively working, Construction Regulation 13(2)(l) mandates the placement of warning signs around the site. These signs serve as visual indicators to keep workers and other personnel alert to the risks around the excavation area.

11. HAZARDOUS CHEMICAL AGENTS (paint/ sealants)

The employer must control the chemical exposure of an employee by -

- limiting the amount of an HCA used, which may contaminate the working environment;
- limiting the number of employees who will be exposed or may be exposed;
- limiting the period during which an employee will be exposed or may be exposed;
- using a substitute for an HCA;
- introducing engineering control measures for the control of exposure, which may include –
 - process separation, automation or enclosure.
 - the installation of local extraction ventilation systems to processes, equipment and tools for the control of emissions of an airborne HCA;
 - use of wet methods; and
 - separate workplaces for different processes; and

Introducing appropriate work procedures which an employee must follow where materials are used or processes are carried out which could give rise to exposure of an employee, and which procedures must include written instructions to ensure –

- that an HCA is safely handled, used and disposed of;
- that process machinery, installations, equipment, tools and
- local extraction and general ventilation systems are safely
- used and maintained;
- that machinery and work areas are kept clean; and
- that early corrective action may be readily identified.

12. MEDICAL SCREENING REQUIREMENTS

- The contractor shall ensure that a medical surveillance programme is implemented for all employees.
- The medical examination shall be conducted in line with the employee job profile/job description.
- A valid medical fitness certificate must be submitted together with the SHE File for approval for all employees who will be doing work for Johannesburg Water.



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- Any employee(s) who are declared conditionally fit must be provided with employment which does not aggravate their medical condition as to endanger themselves or other employees.
- The following tests shall be done:
 - Audiograms.
 - A cardio-respiratory examination
 - Lung function tests.
 - Eye/ sight tests.
 - A general physical examination.
 - A review of previous medical history.
 - Blood pressure tests
 - Glucose tests
 - Vaccinations (Hepatitis A & Typhoid)

13. HAZARDOUS BIOLOGICAL AGENTS (working in unhygienic areas, exposure to sewer)

Employers shall ensure that any employee at risk of being exposed or exposing others to HBA is comprehensively informed and trained, on both practical aspects and theoretical knowledge with regard to –

- the contents and scope of HBA regulation;
- the potential risks to health caused by the exposure;
- the measures to be taken by the employer to protect an employee against any risk of being exposed;
- the importance of good housekeeping at the workplace and personal hygiene requirements;
- the precautions to be taken by an employee to protect him- or herself against the health associated with the exposure, including the wearing and use of protective clothing and respiratory protective equipment;
- the necessity, correct use, maintenance and potential of safety equipment,
- facilities and engineering control measures provided;
- the necessity of medical surveillance;
- the safety working procedures regarding the use, handling, labelling, and disposal of HBA at the workplace;
- the procedures to be followed in the event of exposure, spillage, leakage, injury or any similar emergency situation, and decontaminating or disinfecting contaminated areas.



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14. CONTROL OF EXPOSURE TO HBA

The Contractor shall ensure that–

- As a result of their activities, exposure of persons to HBA in the working environment is either prevented or, where this is not reasonably practicable, controlled such that exposure is highly improbable; and
- The following standard precautions are implemented to reduce the risk of transmission of HBA from recognised and unrecognised sources of infection in a workplace:
 - Hand washing
 - Gloves
 - Face or eye protection
 - Protective clothing
 - Safety equipment
 - Environmental controls
- The contractor shall control the exposure of persons to a HBA in the working environment by applying the following measures:
 - limiting the amount of HBA used which might contaminate the working environment;
 - limiting the number of employees who might be exposed;
 - introducing measures for the control of exposure, which shall include any combination of the following contamination control concepts:
 - separation of different infectious processes from each other and from people;
 - barrier isolation of process or agent;
 - environmental air dilution or disinfection;
 - positive static air pressure differential from infectious process to human occupied zones;
 - suppression of emissions of an airborne HBA;
 - access control to prevent unauthorised access; and
 - immediately accessible emergency personal or environmental disinfection
- Develop appropriate work procedures that employees must follow where materials are handled, used, processes are carried out, or incidents might occur that could give rise to the exposure of an employee to HBA, and such procedures shall include documented instructions to ensure
 - the safe handling, use and disposal of HBA;
 - the proper use and maintenance of process machinery, installations, equipment, tools and local exhaust and general ventilation systems;
 - the regular cleaning of machinery and work areas by vacuum cleaners fitted with a suitable filtration that prevents contamination of the environment;



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- that a system is in place that identifies the need for early corrective action from changes to work procedures and practices

15. TOOLBOX TALKS

- The contractor shall ensure they conduct toolbox talks with their employees on a weekly basis and records of these must be kept in the SHE file.
- The objective of toolbox talks should be to communicate relevant site information to assist in improvement of occupational health and safety performance.
- Employees must acknowledge the receipt of toolbox talks and this record must also be kept in the SHE file.

16. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Contractor must issue their employees SABS approved PPE. A copy of the PPE issue register signed by the employee issued with the PPE must be kept in the SHE file.
- Contractor supervisor are required to conduct continuous inspections of the PPE issued to their employees to ensure that they are still in good condition to be used by the employee or they still comply with manufacture requirements.
- The contractor is responsible for ensuring that employees are trained on the safe use of the PPE issued to them, how to maintain it and the limitations of the PPE.
- NO SHORTS OR DRESSES WILL BE ALLOWED ON SITE

17. WORKPLACE SIGNAGE

- Appropriate symbolic signage must be displayed where it is required by legislation.
- Appropriate warning, mandatory and information signs must be placed where required.
- All signs must comply to SANS/SABS requirements.
- Contractors shall use mandatory and prescribed symbolic safety signs at their lay down and site areas.

18. INCIDENT REPORTING AND INVESTIGATION

- All incidents shall be reported to the Client before the end of the shift or within 24hrs of occurrence.
- Section 24 incidents shall be reported to DOL using the prescribed format.
- The contractor shall develop an incident management procedure and communicate with all employees.



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19. NOTIFICATION OF CONSTRUCTION WORK

- The contractor shall notify the DOL in the prescribed format of the intended work prior to work.

20. COMPLIANCE MONITORING

- Weekly inspections and monthly audits will be conducted on site.

21. PROJECT COMPLETION

- Upon completion of the project the SHE file shall be returned to the Client for retention and close out.



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Project details

Project Scope: Plumbing services required for Electro- Mechanical depots for a period of 6 months on as and when required basis

Depot / Site / Department: Electro – Mech Depot

Estimated duration: TBC

Documents required

Letter of Good Standing	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
SHE plan	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Risk Assessment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Safe working Procedures	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Notification of Construction work	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Inspection registers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

Items required before starting

Medicals	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Vaccinations	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
PPE (boots, hard hats, overall)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Induction	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Approval from OHS	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

APPOINTMENTS AND COMPETENCIES

Construction Supervisor

Appointment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ certificates) (plumber)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

Safety Officer

Appointment	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ certificates)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

NB* Other appointments will be based on the number of employees on site as required by law.



Document title :	Minimum SHE Requirements for Construction Related RFQ projects		
Revision	00	Author:	OHS: Projects
Effective Date	January 2017	Pages:	01

RETURNABLE ANNEXURE A: ACKNOWLEDGEMENT OF SHE SPECIFICATION & ANNEXURES

CONTRACTOR:

I, the undersigned, hereby acknowledge that I have obtained copies of the following listed documentation and confirm that I fully understand the contents thereof and the consequences of non-compliance. The Contractor furthermore reiterates its commitment to compliance of the requirements contained within the following provided documentation:

- Johannesburg Water SOC Ltd, Safety, Health & Environmental (SHE) Specification, Annexure 1: Baseline risk assessment conducted for or on behalf of Johannesburg Water SOC Ltd;

Signed at on this Day of 20.....

CONTRACT MANAGER			
NAME	DESIGNATION	DATE	SIGNATURE
CONTRACT SUPERVISOR			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (1)			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (2)			
NAME	DESIGNATION	DATE	SIGNATURE

Guide: How to submit a response on the E-tender Portal

- Submit on E tender portal, following the below:
 1. (<https://www.etenders.gov.za/>)
 2. Search/Click Browse Opportunities by organ of state (Johannesburg Water)/search by RFQ reference number .
 3. Click the + **sign** to expand the tender/ RFQ information.
 4. start the e submission process.
 5. Supplier login
 6. Use your CSD Credentials to Login. Contact CSD on (csd@treasury.gov.za) in case you forgot your login credentials. "My profile should show if you have logged in successfully".
 7. select supplier.
 8. check the submission checklist and attached the compulsory documents.
 9. confirm and proceed .

If the application is not going through on the E-tender portal Contact:

eTenders Contact Centre

+27(0)12 406 9222 / 012 406-9229 / 012 312-5000

etenders@treasury.gov.za

<https://etenders.treasury.gov.za>

POPIA PRIVACY STATEMENT

Johannesburg Water SOC Limited

In terms of the Protection of Personal Information Act, 213 (Act 4 of 2013), also called the POPI Act or POPIA, Johannesburg Water SOC Limited, undertakes all reasonable measures to protect personal information and to keep it private and confidential.

1. Privacy Notice applies to:

Suppliers, vendors, contractors, service providers, etc whether appointed or prospective.

2. Definitions of personal information

According to the Act “personal information” means information relating to an identifiable living, natural person, and where it is applicable, an identifiable, existing juristic person. All addresses including residential, postal and email addresses.

3. About the Public Entity

Johannesburg Water (SOC) Limited, registration number 2000/029271/30

3.1 The information we collect

We collect information directly from you where you provide us with your personal details. Where possible, we will inform you what information you are required to provide to us and what information is optional.

3.2 How Johannesburg Water use your information

We will use your personal information only for the purposes for which it was collected and agreed with you. For example: to gather contact information, to confirm and verify your identity, for the evaluation and adjudication of bids and quotations for tenders, request for quotations, and other personal information for the procurement of goods and services by the Entity.

3.3 Disclosure of information

We may disclose your personal information to our Shareholder, the City of Johannesburg, and other Government agencies such as National Treasury, and the Auditor-General of South Africa. We have agreements in place to ensure that they comply with the privacy requirements as required by the Protection of Personal Information Act.

We may also disclose your information:

- Where we have a duty or a right to disclose in terms of law;
- Where we believe it is necessary to protect our rights.

3.4 Information Security

We are legally obliged to provide adequate protection for the personal information we hold and to stop unauthorised access and use of personal information. We will, on an ongoing basis, continue to review our security

POPIA PRIVACY STATEMENT

Johannesburg Water SOC Limited

controls and related processes to ensure that your personal information remains secure.

When we contract with third parties, we impose appropriate security, privacy and confidentiality obligations on them to ensure that personal information that we remain responsible for, is kept secure. We will ensure that anyone whom we pass your personal information agrees to treat your information with the same level of protection as we are obliged to.

3.5 Your rights: Access to Information

You have the right to request a copy of the personal information we hold about you. To do this, simply contact us at informationofficer@jwater.co.za, and specify what information you require.

3.6 Correction of your personal information

You have the right to ask us to update, correct or delete your personal information. We will require a copy of your identification document to confirm your identity before making changes to personal information we may hold about you. We would appreciate it if you would keep your personal information accurate and up to date.

3.7 How to contact us

If you have any queries about this document; you need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please contact us at the numbers listed on our website or send an email to informationofficer@jwater.co.za.



a world class African city



City of Johannesburg

Johannesburg Water SOC Ltd

Turbine Hall
65 Ntengi Piliso Street
Newtown
Johannesburg

Johannesburg Water
PO Box 61542
Marshalltown
2107

Tel +27(0) 11 688 1400
Fax +27(0) 11 688 1528

www.johannesburgwater.co.za

PLEASE SUPPLY THE FOLLOWING DOCUMENTS TO ENABLE US TO EVALUATE YOUR SUBMISSION :

Returnable Documents	Description	Yes/No	
1	Original Valid Tax Clearance Certificate /valid SARS PIN		COMPULSORY
2	A, certified /original/valid, BBEE certificate /sworn affidavit (Please note that the Sworn Affidavit must be compliant as per B-BBEE Practice Guide 01 of 2018 , NON COMPLIANT AFFIDAVIT WILL BE SCORED ZERO)		COMPULSORY
3	Municipal rates and taxes (Must not be older than 90 days in arrears in line with regulation 38.		COMPULSORY
4	Signed Declaration of Interest form (MBD 4)		COMPULSORY
5	Declaration of Bidders past supply chain management practices (MBD 8)		COMPULSORY
6	Certificate of Independent Proposal Determination (MBD 9)		COMPULSORY
7	Proof of CSD registration /MAAA Supplier Number		COMPULSORY
8	Preference points claim form in terms of the preferential procurement regulations 2022 (MBD 6.1)		COMPULSORY
9	Company registration documents with ID copies of directors / shareholders.		COMPULSORY

Directors:

Ms Gugulethu Phakathi (Chairperson), Mr Ntshavheni Mukwevho (Managing Director and Executive Director),
Mr Johan Koekemoer (Financial Director and Executive Director), Mr Phetole Modika, Mr Siphamandla Mnyani, Mr Siyabonga Mthembu,
Mrs Zandile Meeleso, Mr Pholoso Matjele, Mr Kgaile Mogoye, Mr Sandiso Mgengwana, Mr Molate Mashifane, Ms Pamela Mabece,
Mr Lunga Bernard

Ms Kethabile Mabe (Company Secretary),

Johannesburg Water SOC Ltd

Registration Number: 2000/029271/30

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months?**YES / NO**

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?**YES / NO**

3.10.1 If yes, furnish particulars.

.....

.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

.....

.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

.....

.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

.....

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:

.....

.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.1.1. POINTS AWARDED FOR PRICE

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

80/20

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ o}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (80/20 system)	Proof of documents per specific goals
Business owned by 51% or more- Women	20		<ul style="list-style-type: none"> • Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI/CIPC BBBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under oath, OR • CIPC registration document showing percentage of ownership and share certificate where applicable

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name of company/firm.....

4.3. Company registration number:

4.4. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.5. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- 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 paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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
 - (e) forward the matter for criminal prosecution, if deemed necessary.

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

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.

- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. 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.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service 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 bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. 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 products or services to which this bid invitation relates.
9. 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 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.

10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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