



NOTICE

APPOINTMENT OF A SERVICE PROVIDER TO RENDER CLEANING AND HYGIENIC SERVICES AT THE EASTERN DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS FOR A DURATION OF THREE (3) YEARS.

SCMU7-18/19-0006

The Eastern Cape Department of Cooperative Governance & Traditional Affairs seeks to appoint a suitable and competent service provider to render Cleaning and Hygienic Services at the Eastern Cape Department of Cooperative Governance and Traditional Affairs

BIDDERS MUST SUBMIT THE FOLLOWING DOCUMENTS AS PART OF THE TENDER DOCUMENTS.

- Original or certified copy of original B-BBEE. Status Level Verification Certificate / Sworn Affidavit or consolidated B-BBEE Status Level Verification Certificate
- Bidders current CSD summary report or each party in the case of a consortium / joint venture is to form part of the bid.

COMPULSORY BRIEFING SESSION WILL BE HELD ON 25 JANUARY 2019, SECOND FLOOR BOARDROOM AT 10H00 AM.

The validity period of the Bid is 90 days. Failure to provide adequate information or to adhere to the specification may result in disqualification.

The Terms of Reference and bidding documents can be collected from the Department of Cooperative Governance and Traditional Affairs, Tyamzashe Building, Phalo Avenue, Bisho Supply Chain Management: Demand Management unit, 3rd Floor Room 3164, **at a payment of R100 non- refundable fee.** Bidders are requested to submit **one (1)** sealed envelope marked the "description of the bid", "name of the bidding company" and the "bid number".

Bids are to be submitted / deposited in the departmental bid box situated at the main entrance, foyer of the department not later than **11H00 on 11 February 2019 and address to:**

**The Director: Supply Chain Management
Department of Cooperative Governance and Traditional Affairs
Tyamzashe Building
Bisho
5605**

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BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING CONDITIONS:

- Service providers must be registered in the Centralised Suppliers Database (CSD) and on LOGIS.
- Bidders must provide proof of physical existence and location of business entity (Municipal utility bill) within the Eastern Cape Province premises.
- The service provider must provide a minimum of 3 cleaning and hygienic service contracts awarded within the past five (5) years in the cleaning service industry. Letters of reference in the client's letterhead with fixed land line contact numbers must be provided.
- Proof of disposal certificate from waste (SHE BINS) removal company.
- Proof from the bank confirming financial viability with a minimum of R350 000.00 or an overdraft facility with minimum of R350 000.00
- Prospective bidders must submit certified copies of accreditation of the cleaning company.
- Registration at Department of Labour for Workman compensation UIF of employees. (Certified copies should be submitted).

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

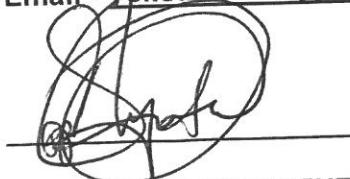
Price	80 points
B-BBEE Status Level of Contributor	20 points

NB: E-mailed / faxed documents will not be accepted.

All enquiries should be directed to:

Mr S. Mathumbu – Supply Chain Management Requirements– 040 609 5999
Mr Z. Fonzela – Supply Chain Management – 040 609 5426
Email – simphiwe.mathumbu@eccogta.gov.za / zola.funzela@eccogta.gov.za

Ms Y. Melani - Technical Requirements – 040 609 5639
Email - yolisa.melani@eccogta.gov.za



HEAD OF DEPARTMENT
DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

DATE: 10/01/2019