



agriculture, land reform & rural development

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

OFFICE OF THE CHIEF REGISTRAR OF DEEDS

Directorate: Supply Chain and Facilities Management Services
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COMPULSORY BRIEFING SESSION ATTENDANCE REGISTER

FOR BID: DALRRD (CRD-18) 2021/22 – APPOINTMENT OF A SERVICE PROVIDER TO RENDER CLEANING AND HYGIENE SERVICES FOR THE DEPARTMENT OF AGRICULTURE, AND REFORM AND RURAL DEVELOPMENT PIETERMARITZBURG DEEDS REGISTRY AND OFFICE OF THE SURVEYOR GENERAL: KWAZULU- NATAL FOR A PERIOD OF 24 MONTHS.

NO.	QUESTION	ANSWER
1.	On company experience, referral letters of most companies fail to give us the testimonials and they say it's against the law for them to give us such, can't we submit the purchase orders instead?	Unfortunately, we want the referral letters which indicate the duration of the contract, the type of service(s) rendered, company details and contacts details, not POs.
2.	If the company has 5 directors should all their signatures reflect on the resolution letter and also on page 3 of the SBD 4.	No, it is not necessary that all directors must sign the resolution letter. AT least the signature of the managing director, nominated person and witnesses must appear. The details of the rest of directors will reflect on the attendance register and minutes of the board of director's meeting on the day the resolution was passed, however it is not necessary to submit the minutes and attendance register as part of the Bid.



Department of Agriculture, Land Reform and Rural Development · Departement van Landbou, Grondhervorming en Landelike Ontwikkeling · Muhasho wa zwa Vhulimi, Mbuedzedzo ya Mavu na Mveledziso ya Mahayani, uMnyango Wezolimo, Izinguquko Kwezomhlaba Nokuthukiswa Kwezindawo Zasemakhaya · Ndzawulo ya Vurimi, Antswiso wa Misava na Nhluvukiso wa Matikoxikaya · Litiko Letekulima, Tingucuko Kutemhlaba Nekutfutukiswa Kwetindzawo Tasemaphandleni · UmNyango wezokuLima, ukuBuyiselwa kweNarha nokuThuthukiswa kweeNdawo zemaKhaya · Kgoro ya Temo, Peakanyoleswa ya Naga le Tlhabollo ya Dinaga - magae · Lefapha la Temothuo, Kabobotjha ya Naha le Tlhabollo ya Dibaka tsa Mahae · Lefapha la Temothuo, Pusetso dinaga le Tlhabollo ya Metsemagae · ISebo JozoLimo, uBuyekezo lwemiHlaba noPhuhlisolamaPhandle



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NO.	QUESTION	ANSWER
3.	BCCCI regulations for KZN should be attached on the bid document or not because it is not mentioned anywhere in the bid document	In terms of the cleaners wages you are required to comply with the minimum Rates prescribed by the Bargaining Council for the Contract Cleaning Industry (KZN)
4.	I need clarity in terms of sub-contracting other companies only provide us with partnership letters but do not agree to give us the licences is that sufficient enough?	No, if there should be an agreement between the two companies in a form of writing or a quotation and you also indicated on SBD 6.1 that you are subcontracting and also indicated the percentages you are offering the other company and also attach their licence then it is sufficient.
5.	Pictures of the SABS/SANS approved products can one submit material data sheets	No, please attach clear pictures which indicates SABS/SANS approved products.
6.	On the tax matters issue if I submit while the tax status is compliant, and later on the status changes to non-compliant, will I be disqualified?	No, you will be given an opportunity to fix your tax matters but please ensure that you are always compliant.
7.	Can we use cleaners' wages from another province, KZN seems to be the only province with the lowest rate	As long it's not below the minimum hourly rate prescribed by the BCCCI KZN otherwise it will result in non-compliance which will lead to disqualification.
8.	With regard to dispensers, are we going to use the once which are installed by the previous service provider or should we provide our own	The Department does not own the dispensers currently installed. There were provided by the service provider on a lease basis and will be removed upon expiry of the contract, therefore Bidders must quote for the supply and installation of dispensers in line with the Pricing Schedule document and Bid conditions

