

RFP 21/2019 SUPPLY, INSTALLATION AND MAINTENANCE OF FREE STANDING HOT AND COLD WATER DISPENSERS AND DELIVERY OF PACKAGED WATER TO CERTAIN SARS OFFICES  
NATIONWIDE FOR A PERIOD OF 36 MONTHS.

**RFP Communication #1**

**Date of Issue: 08 August 2019**

**Question and Answer Table**

No	Question	Answer
1.	In relation to 7.3.4 (UIF, PAYE, Workmans compensation etc) does one need to have these registrations done prior to submission or can this be done for the staff that will be involved post submission once awarding has been completed?	No, if the bidder is a trading entity/going concern, this must be in place.
2.	Main RFP 21 - 2019 Supply of water dispensers and packaged water bottles: <b>Incorrect address shown for Maseru Bridge Border Control</b>	Correct address: Maseru Bridge Border Post; N8 Maseru Bridge Ladybrand 9745

3.	Register for bidders briefing session: Where will this take place, Cape Town or elsewhere?	There is no briefing session for this tender
4.	Unincorporated JV's should submit separate financial statements for each party in the JV and a signed JV legal agreement?	Yes, Unincorporated JV must submit separate Financial Statements for each party to the JV as well as the signed JV legal agreement detailing the role of each party.
5.	<p>In line with the Governments objectives for the advancement of SMMEs and certain designated groups, a Pre- Qualification Criteria is being introduced for preferential procurement. The aim of this Request for Proposal (RFP) is to solicit proposals from potential bidder(s) with minimum B-BBEE status level 1 to 4.</p> <p>In view of the above, we want to enquire also whether the 2 companies complete all the SBD forms, Supplier Risk Questionnaire as well as the Oath separately or only the EME? The EME wants to claim maximum points.</p>	If the Bidder decides to bid as an unincorporated JV, they should complete one set of SBD forms, Supplier Risk Questionnaire as well as the Oath of secrecy. However, they should submit one consolidated B-BBEE certificate/ affidavit
6.	<p>The rented water dispenser units, what is the maximum time frame for them to be delivered to the various SARS offices?</p> <ul style="list-style-type: none"> <li>○ Will delivery be required within 30 / 60 days or are they also “as and when needed”</li> <li>○ The number of deliveries per branch will obviously affect our price, so if they will all be required within 30 /60 days of the award, then we can keep our costs down as opposed to delivering over 12 months.</li> </ul>	<p>The maximum time frame for deliveries of rented water dispensers is within 30 days after signing the service level agreement.</p> <p>The number of deliveries will take place at least once a month, this will be negotiated post award with the appointed service provider/s.</p>

7.	What is the process of invoicing and payment of the maintenance agreement and replacement of the bottles, and or any other adhoc requirements from the branches?	Invoicing takes place after delivery of the service and the payment will be effected within 30 days of delivery.
8.	The Service Level Agreement – <ul style="list-style-type: none"> <li>○ Will these be signed per branch or will it be signed by a central department that will be responsible for the branches?</li> </ul>	The Agreement will be centralised.

**Errata**

No	Document	Ref	Original Text / Description	Corrected Text / Description
1.	<i>None</i>			

**Documents Re-issued**

No	Original Document	Updated / New Version
1	<i>None</i>	