



JOHANNESBURG CITY PARKS AND ZOO

PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF STEEL PLAYGROUND AND OUTDOOR GYM EQUIPMENT

BID No: JCPZ/FM02/2025

JOHANNESBURG CITY PARKS AND ZOO

Registration No: 2000/028782/08

City Parks House, Ground Floor
40 De Korte Street
Braamfontein
Johannesburg

Project Enquiries:

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JOHANNESBURG CITY PARKS AND ZOO

Registration No: 2000/028782/08

P O Box 2824
Johannesburg
2000

The Senior Manager SCM
Supply Chain Management Unit
Telephone: 011-712 6625
Email: dhlathwayo@jhbcityparks.com

Name of Bidder _____

Price Including VAT _____ **NOT APPLICABLE** _____
(VAT REGISTERED ☐ / NON-VAT VENDOR ☐

(Price In-words) _____ **NOT APPLICABLE** _____

Joint Venture ☐
Not a Joint Venture ☐
(Tick applicable box)

Contract Period: 36 Months

Compulsory Bidders Site briefing: 12 Glencoe Road, Springfield, Johannesburg

Date: 12 May 2026 @ 11:00am – 12:00pm

The closing date and time for receipt of tenders is Friday, 29/05/2026 @ 12:00pm. Telegraphic, telephonic, telex, facsimile and late tenders will not be accepted.

NB: Special Instruction: Due to COVID-19 and the National Department of Health requirements, submissions of completed tenders or responses will only be allowed on the following dates to the physical address provided above:

27/05/2026 (08:00 – 16:00pm)

28-05-2026 (08:00 – 16:00pm)

29-05-2026 (08:00 – 12:00pm before the closing time)

QUALIFICATION CRITERIA FOR FURTHER EVALUATION

To qualify for consideration, potential service providers **MUST** provide and **ADHERE** to the following **Mandatory** requirements (Failure to adhere to these requirements will lead to elimination):

- Attendance of the compulsory site briefing session.

NB: ONLY BIDDERS WHO COMPLY WITH THE ABOVE REQUIREMENTS WILL BE CONSIDERED FURTHER ON FUNCTIONALITY (REFER TO THE TERMS OF REFERENCE)

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

DATE:

.....

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NB: ALL DECLARATIONS AND MBD FORMS SHOULD BE COMPLETED AND SIGNED.



JOHANNESBURG CITY PARKS AND ZOO

1. ADVERTISEMENT AND INVITATION TO BID

Johannesburg City Parks and Zoo, the greening, conservation and cemetery management agency for the City of Johannesburg Municipality, invites suitable qualified, experienced and resourced service provider/s to submit proposals for the panel of service providers for supply and delivery of steel playground and outdoor gym equipment over a period of 36 Months. Proposals are to be submitted in line with terms of reference stipulated in the Terms of Reference section.

Bidders will be evaluated based on the following criteria to be considered for inclusion into the panel:

Stage 1: Compliance on Qualification Criteria (Mandatory Requirements)

Stage 2: Functionality

Stage 3: Administrative Requirements

80/20 preferential procurement point system will be applied at the RFQ stage as and when goods are required on a quotation basis.

MANDATORY REQUIREMENTS

To qualify for consideration, potential service providers **MUST** provide and **ADHERE** to the following Mandatory requirements (Failure to adhere to these requirements will lead to elimination):

- Attendance of the compulsory site briefing session.

ADMINISTRATIVE REQUIREMENTS

The potential service providers shall provide and **ADHERE** to the following administrative requirements:

- Provide valid Companies' proof of address and/ or Director's proof of residence – If there are two or more directors, all must submit proof of residence (Only latest municipal statement not older than three (3) months (not in arrears for more than 90 days) or valid lease agreement in their area of jurisdiction.
- Provide Valid COIDA Certificate from Department of Labour (Letter of good standing);
- Provide Proof of registration with CSD (Central Supplier Database) at National Treasury compliant with all regulatory requirements;
- Provide a valid Joint Venture (JV) agreement signed by all parties with all individual parties' mandatory documents submitted; if applicable. A good joint venture agreement:
 - should clearly and comprehensively set out the contributions to be made by each member towards the activities of the joint venture in securing and executing the contract and should allocate monetary values to such contributions.
 - should record the percentage participation by each member in all aspects of the fortunes of the joint venture, including risks, rewards, losses and liabilities.
 - should provide for meaningful input by all members to the policy making and management activities of the joint venture.
 - should provide for the establishment of a management body for the joint venture.
 - should provide measures to limit, as far as possible, losses to the joint venture by the default of a member.
 - should promote consensus between the members whilst ensuring that the activities of the joint venture will not be unduly hindered by failure to achieve it;
 - should provide for rapid, cheap and easy interim dispute resolution and for effective final dispute resolution, if

- required; and
- should be sufficiently flexible to allow for joint ventures which differ in nature, objectives, inputs by members, management systems, etc.
- Completion of the entire tender document as issued or downloaded - Completed and Signed Municipal Bidding Documents (MBDs) stipulated in the tender document. MBD3.1 not applicable on this tender.
- Authority of Signatory to sign tender documents.
- Proof of the company registration issued by the Companies and Intellectual Property Commission (CIPC).
- Valid SARS issued tax pin code.

Where a bidder's bid response fails to comply fully with any of the administrative requirements above, JCPZ may at its discretion allow the bidder an opportunity to submit and/or complete and/or supplement the information and/or documentation provided **within a grace period of seven (7) days from a day when a letter of request was issued to respond, of which failure to adhere to that timeline should result to elimination.** *This rule is not applicable to Functionality requirements.*

NOTE: This allowance will only be given to the top five (5) potential service providers where only one service provider is required, and where a panel is required, this discretion shall apply to only the qualifying or shortlisted or recommended service provider(s) after all other evaluation stages (e.g. mandatory requirements and functionality evaluation) were finalised. NB: If any of the required documents to support functionality are not supplied by closing date of this tender, it will result in bidder not scoring points.

The physical address for submission of bid documents is: Johannesburg City Parks and Zoo Head Office, City Parks House, Ground Floor, 40 De Korte Street, Braamfontein, Johannesburg. Tender documents may be downloaded from www.jhbcityparksandzoo.com or www.etenders.gov.za for free from Wednesday, 06 May 2026 (Close of business).

The lowest, or any tender will not necessarily be accepted and Johannesburg City Parks and Zoo reserves the right to accept any tender either in whole or in part. Telegraphic, email, telephonic, telex, facsimile and late bids will not be accepted. Bids may only be submitted on the bid document provided by JCPZ. It is the responsibility of the service provider to deposit the tender submission to the correct tender box at the address provided above. The bid validity will be **120 days from the closing date** and might be extended when there is a need.

Johannesburg City Parks and Zoo is committed to combat fronting. Insofar as it is legally permitted to do so, and provided that service delivery will not be severely influenced, contracts executed by fronting enterprises will be cancelled, the service provider in question will be blacklisted on its database of service providers and reported to the applicable authorities.

Fraud hotline number: 0800 002 587

For more information on bids and quotations visit our website www.jhbcityparksandzoo.com .

INVITATION TO BID - MBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	JCPZ/FM02/2025	CLOSING DATE:	29 May 2026	CLOSING TIME:	12:00 PM
DESCRIPTION	PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF STEEL PLAYGROUND AND OUTDOOR GYM EQUIPMENT				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE
BID BOX SITUATED AT (STREET ADDRESS)

Johannesburg City Parks and Zoo					
City Parks House, Ground Floor					
40 De Korte Street					
Braamfontein					
Johannesburg					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	Supply Chain Management	CONTACT PERSON	Dineo Lekhutle
CONTACT PERSON	Derrick Hlatshwayo	TELEPHONE NUMBER	073 264 3564
TELEPHONE NUMBER	011-712 6625	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	dlekhutle@jhbcityparks.com
E-MAIL ADDRESS	dhlathwayo@jhbcityparks.com		

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

2. SPECIAL CONDITIONS

2.1. Information provided by the bidder

JCPZ reserves the right to verify the information provided by the bidder, and if found to be false or misrepresented, this may disqualify the bid in whole or in part.

2.2. Cancellation of the Bid

If there is cancellation of the bid; the cancellation of bid notice shall be published the same way as the advert on JCPZ's website, newspapers as well as the National Treasury e-tender portal.

2.3. Addendum

If there is any amendment(s) to the tender document, Addendum shall be published on JCPZ's website as well as the National Treasury e-tender portal. All prospective bidders should therefore ensure that they visit the said sites regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.

2.4. JCPZ reserves the right to award or not to award contracts and/or tenders at its discretion:

- (i) JCPZ does not bind itself to accept the lowest priced bids;
- (ii) JCPZ will not accept tender offers if a bidder/tenderer failed to perform on any previous JCPZ contract/s and has been given a written notice to this effect or contract was terminated;
- (iii) JCPZ will terminate any contract/s as per the termination clause/s in the form of contract/s concluded due to poor performance e.g. GCC, service level agreements etc.
- (iv) JCPZ reserves the right to negotiate prices submitted by bidders (where applicable).

2.5. Contract default and penalties

Where it appears that the supplier is not executing the contract in accordance with the true intent and meaning thereof, or that he is refusing or delaying to execute the contract or that he is carrying on the work at such rate of progress as to ensure delivery by the "date of delivery" that the time has expired within which delivery should have taken place, general poor performance or in the event of any other failure or default or has misrepresented information provided, JCPZ shall:

- (i) notify the supplier to make good the failure or default (i.e. this does not apply to suppliers/contractors who deliberately provide incorrect, fraudulent or misleading information).
- (ii) terminate the contract after expiration of the notice period, if his/her performance has not improved or the failure has not been remedied.
- (iii) impose a monetary penalty for any loss JCPZ may have suffered where required in terms of the contract terms.
- (iv) automatically appoint the second-best supplier or agent to perform such work as the initial supplier may have neglected to do.
- (v) advise the CIDB to note the poor performance or termination, where it is construction related work.

2.6. Bid Validity Period

Proposals/Bids shall remain valid and open for acceptance for a period 120 days from the closing date, and any agreed extension of the validity period.

2.7. Extensions to the Validity Period

JCPZ may, in exceptional circumstances, request the Bidder for an extension of the validity period, prior to the expiry of the proposal/bid validity period. The request and the response thereto shall be made in writing. A Bidder agreeing to the request will not be permitted to modify its Proposal/Bid.

2.8. Objections and complaints (Appeals)

- In terms of section 62 of the Municipal Systems Act, any person aggrieved by decisions or actions taken in the implementation of the JCPZ supply chain management system, may lodge a written objection or complaint or query against the decision or action to the Accounting Officer within 21 days of the date of the notification of the decision or action.
- A dispute, objection, complaint or query may be referred to the relevant provincial treasury if:
 - (a) the dispute, objection, complaint or query is not resolved within 60 days; or
 - (b) no response is forthcoming within 60 days.
- If the provincial treasury does not or cannot resolve the matter, the dispute, objection, complaint or query may be referred to the National Treasury for resolution.

2.9. Negotiations with preferred bidders

A supply chain management policy may allow the accounting officer to negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation:

- (a) does not allow any preferred bidder a second or unfair opportunity;
- (b) is not to the detriment of any other bidder; and
- (c) does not lead to a higher price than the bid as submitted.

2.10. Certified copies of original document

Certified copy of the original should be commissioned as the true copy of the original in terms of the applicable relevant laws in South Africa.

2.11. Completion of bid documents

Completion of bid documents must be done using non-erasable ink, preferably black.

2.12. Submitting a bid

All bidders must submit bids in the original/official form as downloaded. Bidders are required to submit a bid for providing all the works, services or goods as identified in the bid advertisement or document unless stated otherwise as an additional condition in the conditions of the bid.

2.13. Alterations to bid document

Bidders must not make alterations or additions to the bid documents except to comply with instructions issued by JCPZ or if necessary to correct errors made by the bidder such as price/calculations. All such alterations must be initialled or authenticated by the authorized signatory to the bid. Corrections may not be made using correction fluid, correction tape or the like.

2.14. Cost of the bidding

JCPZ will not compensate bidder/s for any cost incurred in the preparation and submission of a bid.

2.15. Standardized prices/rates

JCPZ shall, insofar as possible, ensure that a standardized prices/rates are applied/used when establishing the panel of suppliers, whereby prospective bidders were required to submit/provide quotes for the bid.

2.16. Due diligence

Due diligence on market-related pricing may be conducted. JCPZ reserves the right to disqualify bid offers that are under-quoted and or are above market value. In this case, the bidder may be required to submit supporting documentation to JCPZ to prove that the pricing is not under-quoted or above market value.

2.17. Compliance with all applicable legislative requirements

Appointed service providers would be required to comply with all applicable legislative requirements during the term of the contract.

3. BID DOCUMENT CHECKLIST AND RETURNABLES

Table below is provided as guidance to assist bidders with documents to be returned with the bid. The list is not exhaustive, and it is the responsibility of the bidder to provide all required documents as stipulated in this bid.

#	Document Name	Submitted (Yes/No)
	STAGE 1: MANDATORY REQUIREMENTS	
1	Attendance of the compulsory site briefing session.	
	STAGE 2: FUNCTIONALITY	
2	Company profile	
3	Signed Reference letters for relevant experience on client's letterhead	
4	Delivery vehicle	
5	Physical Inspection	
	STAGE 3: ADMINISTRATIVE REQUIREMENTS	
6	Valid Companies' proof of address and/ or Director's proof of residence – If there are two or more directors, all must submit proof of residence (Only latest municipal statement not older than three (3) months (not in arrears for more than 90 days) Or Valid lease agreement in their area of jurisdiction	
7	Valid COIDA Certificate from Department of Labour (Letter of good standing)	
8	Registration with CSD (Central Supplier Database) at National Treasury compliant with all regulatory requirements	
9	A valid Joint Venture (JV) agreement signed by all parties with all individual parties' mandatory documents submitted; if applicable	
10	Completion of the entire tender document as issued or downloaded - Completed and Signed Municipal Bidding Documents (MBDs) stipulated in the tender document	
11	Authority of Signatory to sign tender documents	
12	Proof of the company registration issued by the Companies and Intellectual Property Commission (CIPC)	
13	Valid SARS issued tax pin code	

PAGE TO WHICH MUNICIPAL ACCOUNT OR VALID LEASE AGREEMENT MUST BE ATTACHED: (NOT IN ARREARS FOR MORE THAN 3 MONTHS)

Please attach any of the following to this page:

1. In the case where the bidder owns the property from which the bidder's business operates from, an original or a copy of the most recent municipal account must be submitted.
Or
2. In the case where the bidder does not own the property an original or copies of the most recent municipal account of all shareholder/s must be submitted.
Or
3. In the case where the bidder is a tenant for the purpose of its business establishment, the bidder to provide a valid lease agreement.

PAGE TO WHICH A VALID COID CERTIFICATE MUST BE ATTACHED:

Please attach a Valid COID Certificate from the Department of Labour (Letter of Good Standing) to this page.

PAGE TO WHICH A PROOF OF REGISTRATION WITH CSD MUST BE PROVIDED:

Please provide the proof of registration with National Treasury (CSD- Central Supplier Database) to this page.

SUPPLIER NUMBER.....

AUTHORITY OF SIGNATORY

Indicate the status of the Bidder by ticking the appropriate box hereunder. The Bidder must complete the certificate set out below for the relevant category.

A COMPANY	B PARTNERSHIP	C JOINT VENTURE	D SOLE PROPRIETOR	E CLOSE CORPORATION

A. Certificate for Company

I,, Chairperson of the Board of Directors of, hereby confirm that by resolution of the Board taken on20...., Mr/Ms, acting in the capacity of, was authorised to sign all documents in connection with this bid and any contract resulting from it on behalf of the company.

As Witnesses:

1..... **Chairperson:**

2..... **Date:**

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 this bid and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

Note: This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.

C. Certificate for Joint Venture

We, the undersigned, are submitting this bid offer in Joint Venture and hereby authorise Mr./Ms., authorised signatory of the company, acting in the capacity of lead partner, to sign all documents in connection with this bid offer and any contract resulting from it on our behalf.

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

Name of Firm	Address	Authorising Name and Capacity	Authorising Signatory
Lead Partner			

Note: A copy of the Joint Venture Agreement indicating clearly the percentage contribution of each partner to the joint venture, is to be submitted with the bid. A board resolution, authorising each signatory who signed above to do so, it to be submitted with the bid.

D. Certificate for Sole Proprietor

I,, hereby confirm that I am the sole owner of the Business trading as

As Witnesses:

1..... Sole owner:

2..... Date:

E. Certificate for Close Corporation

We, the undersigned, being the key members in the business trading as hereby authorise Mr/Ms acting in the capacity of to sign all documents in connection with this bid and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

Note: This certificate is to be completed and signed by all of the key members upon whom rests the direction of the affairs of the Close Corporation as a whole.

COMPANY REGISTRATION DOCUMENT:

Please provide the proof of the company registration issued by the Companies and Intellectual Property Commission (CIPC) to this page.

ID COPIES:

Please attach ID copies to this page.

4. PRICING SCHEDULE – FIRM PRICES (PURCHASES) MBD 3.1

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder..... Bid Number **JCPZ/FM02/2025**
Closing Time **12:00pm** Closing Date **29 May 2026**

ITEM NO.	QUANTITY (QTY)	DESCRIPTION	UNIT PRICE (P)	TOTAL PRICE (QTY*P)
SUB-TOTAL				R
VAT AT 15%				R
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)				R
I (full name) _____, in my capacity as _____ - _____, the duly authorized representative of _____ (company name) hereby declares that the offer is in accordance with the attached specification, notes to suppliers & accepts all conditions/ clauses contained in the said documents.				
Signature of duly authorized representative			Date:	

-	Required by:	JCPZ
-	At:	City Parks House 40 De Korte Street, Braamfontein
-	Brand and Model	
-	Country of Origin	
-	Does the offer comply with the specification(s)?	*YES/NO
-	If not to specification, indicate deviation(s)	
-	Period required for delivery	 *Delivery: Firm/Not firm
-	Delivery basis	

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

5. DECLARATION OF INTEREST - MBD 4

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, shareholder²):

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

6. PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 - MBD 6.1

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.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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: 25% OR MORE WOMEN OWNED	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 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20	or	90/10
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$		

Where

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

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = 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:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Price	N/A	80	N/A	
25% and above women Owned	N/A	20	N/A	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. 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]

4.6. 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:	
	
	
	

7. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES - MBD 8

- 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	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? (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). 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.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	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)? 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.	Yes ☐	No ☐
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 ☐	No ☐

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 ☐	No ☐
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 ☐	No ☐
4.5.1	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

8. CERTIFICATE OF INDEPENDENT BID DETERMINATION - MBD 9

- 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 - MBD 9

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

9. TERMS OF REFERENCE

PROJECT TITLE	APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF STEEL PLAYGROUND AND OUTDOOR GYM EQUIPMENT
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9.1. APPOINTMENT OF A PANEL OF SERVICE PROVIDERS

Organizations with suitable qualifications, experience and resources are sourced to submit bids to establish a panel of service providers for the supply, deliver and install steel playground and outdoor gym equipment on an as and when required basis run through quotations over a three-year period.

9.2. PURPOSE OF THE PANEL

- The purpose of the panel is to ensure that when the entity needs the services for Playground Equipment related works, such pre-approved lists do exist to enable the department to source contractors to meet the service delivery requirements without delays.
- The contracts that are entered into through this process shall not commit the entity to any quantum of work.
- The contract entered into between the contractor and the entity will be site and budget specific, as and when the services are required.
- Contracts shall cover only goods or services, or any combination thereof, falling within the scope of work associated with the agreement which may not be amended for the duration of the contract;
- May not be entered into after the expiry of the term of the agreement; and
- May be completed even if the completion of the contract is after the expiry of the term.

9.3. SCOPE OF WORK

The scope of work for these tender covers but not limited to the supply, installation and manufacturing of steel playground equipment works.

9.3.1. Extent of the Works

Alterations, refurbishment, repairs and new installations.

9.3.2. Breakdown Repairs

Breakdown repairs refer to repairing defects (including malfunctions) which are carried out on an ad-hoc basis if and when a defect occurs.

9.3.3. Replacement of items

- Where it is necessary to replace any existing item with a new item under this Contract, the new item shall be of at least the same quality as the existing item.
- The Project Manager shall have the right to reject the item if it is of inferior quality.

9.3.4. Site to be kept clean

- During progress of the works and upon completion thereof, the Site of the Works shall be kept and left in a clean and orderly condition.
- The Contractor shall store materials and equipment for which he is responsible in an orderly and safe manner and shall keep the site free from debris and obstructions inter alia in compliance with Construction Regulations in the OHS Act.
- All redundant materials, rubbish and waste arising from the work must be regularly removed from the Site at the Contractor's cost and the Site and buildings left clean and tidy.

9.4. SANS Specifications and Codes of Practice

- All reference in this document to South African Bureau of Standards specifications and codes of practice, or any other standard specifications or codes of practice, including National Building Regulations, shall be deemed to be references to the latest issues of such specifications and codes.
- **TEST METHODS AND REPORTS (SANS 51176-1 (5))**: Unless otherwise specified the requirements of this clause must be verified by measurement, visual examination or practical tests. Before testing, the equipment shall be assembled in accordance to the manufacturer's instructions into a similar condition similar to its position of use.
- Test reports include the following:
 - a) Number and date of this SANS 51176-1 standard;
 - b) Details of the equipment tested;
 - c) Details of the condition of the equipment including any defects observed before the test;
 - d) Details of any change in the condition of the equipment observed after the tests.
- Test reports must be provided for all equipment.

9.5. PROTECTION OF FURNITURE AND EQUIPMENT

- Work inside buildings or residential accommodation may require moving furniture and equipment to provide working space.
- The movement shall be kept to a minimum, and the Contractor is solely responsible for any damage arising from removal and/or replacement.

9.6. QUALITY CONTROL

- The Contractor must ensure work complies with Specifications.
- The onus to produce work that conforms in quality and accuracy rests with the

- Contractor, who must, at his own expense, institute a quality-control system.
- Supervision and process control costs are deemed included in the tendered rates.

9.7. CONTRACT MANAGEMENT

- The panel will be managed through GCC contract documents and a Service Level Agreement (SLA).
- Project durations will be implemented through project plans.

9.8. SPECIFICATION

Specifications of a list of steel playground and outdoor gym equipment are but not limited to the following:

DESCRIPTION OF GOODS & SERVICES
Supply and Installation of Heavy-duty metal two-seater adult swing,
Supply and Installation of Heavy-duty metal two-seater kiddies swing
Supply and Installation of Heavy-duty 3m metal adult slide
Supply and Installation of Heavy-duty 1.5m metal kiddies' slide
Supply and Installation of Heavy-duty combination metal jungle gym with slide
Supply and installation of Heavy-duty see saw
Supply and installation of Heavy-duty round SNR Joy wheel
Supply and installation of Heavy-duty roundabout with platform base

SUPPLY AND INSTALLATION OF OUTDOOR GYM EQUIPMENT

DESCRIPTION OF GOODS & SERVICES
Supply and Installation of high-quality galvanised Space Walker Outdoor Gym equipment complete
Supply and installation of high quality galvanised Elliptical Cross Trainer Outdoor Gym equipment complete
Supply and installation of high-quality galvanised Pull Chair Outdoor Gym equipment
Supply and installation of high quality galvanised Parallel Bar Outdoor Gym equipment
Supply and installation of high-quality galvanised Bicycle Outdoor Gym equipment

9.9. HEALTH & SAFETY PLAYGROUND EQUIPMENT SPECIFICATIONS

Refer to the Health & Safety Playground Equipment Specifications attached in the document.

9.10. FUNCTIONALITY TABLE

Failure to submit documents as required under Functionality Table by tender closing date; will result in the bidder scoring zero points for that specific requirement. Bidder will not be given an opportunity to rectify non-submission of document(s) under Functionality.

Description of Evaluation and Evidence Required	Weights	Total Weight	Points
Experience of tendering Company in the field of supply and/or installation of steel playground equipment and/or outdoor gym equipment Provide a Company Profile indicating names of previous clients and the year when these services were supplied. 1 to 3 years 4 to 6 years 7 years and above	15/25 20/25 25/25	25	
Experience of Company – Reference letters Provide signed reference letters from your clients on client's letterhead where you were supplying and/or installing steel playground equipment and/or outdoor gym equipment with contact details. 1 to 2 reference letters 3 to 4 reference letters 5 and above reference letters	10/30 20/30 30/30	30	
Delivery vehicle to be used: Provide Lease agreement or Registration certificate (Ownership paper) of the bidding company or Director of the delivery vehicle. Valid signed lease agreement with vehicle owner Or Registration certificate of the vehicle owned by bidding company or Director.	15/15	15	
NB: A bidder that scores less than 50 out of 70 points on the above services will not be evaluated further on Physical Inspection			

Description of Evaluation and Evidence Required	Weights	Total Weight	Points
Physical Verification of company manufacturing plant to be done on the following items: • Workshop Premises • Welding equipment • Storage Facilities	30/30	30	
NB: NB: A bidder who obtained the minimum threshold of 80 points for Functionality will be considered further.			

10. PERFORMANCE MANAGEMENT SYSTEM

The Municipal Finance Management Act (No. 56 of 2003) Section 116 (2) (d) determines that a Municipal Entity must enter into a Performance Management System (PMS) with all service providers.

A assignment specific PMS will be drafted and approved for each separate project undertaken during a financial year.

ACCEPTANCE OF PMS AGREEMENT

You are hereby requested to sign this document as acceptance of the agreement. Failure to sign this document will lead to disqualification.

For:

CONTRACTOR

Signature : _____

Name : _____

Designation : _____

Date : _____

JOHANNESBURG CITY PAKRS

Signature : _____

Name : _____

Designation : _____

Date : _____

11. ALTERNATIVES OFFERED

If no alternatives, other than is listed, are submitted with this Tender, the Schedule hereunder is to be marked NIL and signed by the Bidder

--

SIGNATURE OF BIDDER

DATE

12. **ANNEXURE A - CONDITIONS OF BID**

GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 “Day” means calendar day.
 - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
 - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
 - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
 - 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.

Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

- 1.13 “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 “GCC” means the General Conditions of Contract.
- 1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 “Imported content” means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 “Local content” means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 “Project site,” where applicable, means the place indicated in bidding documents.
- 1.21 “Purchaser” means the organization purchasing the goods.
- 1.22 “Republic” means the Republic of South Africa.
- 1.23 “SCC” means the Special Conditions of Contract.
- 1.24 “Services” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

- | | |
|--|--|
| 2. Application | <p>2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.</p> <p>2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.</p> <p>2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.</p> |
| 3. General | <p>3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.</p> <p>3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za</p> |
| 4. Standards | <p>4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.</p> |
| 5. Use of contract documents and information; inspection. | <p>5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.</p> <p>5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.</p> <p>5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.</p> <p>5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.</p> |
| 6. Patent rights | <p>6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.</p> |
| 7. Performance security | <p>7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.</p> |

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply
- 8.6 with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.7 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.8 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with

supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.9 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and

- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

- 16. Payment**
- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.
- 17. Prices**
- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
- 18. Contract amendments**
- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
- 19. Assignment**
- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts**
- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance**
- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard

the intended penalty as not objected against and may impose it on the supplier.

- 23.4 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.5 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
 - (ii) the date of commencement of the restriction
 - (iii) the period of restriction; and
 - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.6 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

**24. Anti-dumping
and countervailing
duties and rights**

- 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

**25. Force
Majeure**

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security,

damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination
for insolvency**

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement
of Disputes**

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation
of liability**

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
 - (b) aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

**29. Governing
language**

- 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

**30. Applicable
law**

- 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

- 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

13. **ANNEXURE B - SUPPLIER CODE OF ETHICAL BUSINESS CONDUCT**



JOHANNESBURG CITY PARKS AND ZOO

SUPPLIER CODE OF ETHICAL BUSINESS CONDUCT

Prepared by: Company Secretary

Date: September 2022

Approval By: Executive Committee

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1. Introduction

Johannesburg City Parks and Zoo (JCPZ) is committed to conducting business honestly, openly, with integrity and in pursuit of the highest ethical standards. This Supplier Code of Ethics has been developed to ensure that JCPZ's values and ethical standards are clearly articulated to all JCPZ's Suppliers and Stakeholders who shall be obligated to abide thereby.

All Suppliers of goods, Service Providers and Business Partners are required to operate in accordance and in full compliance with the applicable laws, rules and regulations of the Republic of South Africa at all times.

This Code determines the ethical values, standards, principles and guidelines which bind our suppliers in all their dealings with JCPZ.

JCPZ is committed to ensuring that all employees, including those of our suppliers are treated with the necessary respect and dignity and provided with safe working conditions. JCPZ is furthermore committed to ensuring that the procurement of all goods and provision of services are undertaken in an environmentally sensitive, sustainable and on a socially responsible basis.

JCPZ undertakes to ensure that a good working relationship is maintained with all its suppliers. To ensure this, all Suppliers are expected to comply with the following basic principles:

- a) Protection of Health and Safety
- b) Environmental Leadership and Sustainability
- c) Business Conduct Integrity
- d) Human Rights
- e) Confidentiality
- f) External Communications
- g) Raising Concerns
- h) Compliance

In the event of any non-conformity being identified, the reporting of any contraventions or illegal activity, Suppliers are directed to contact the following offices immediately:

- (a) City of Johannesburg anti-fraud hotline -0800 002 587,
- (b) the Head of Internal Audit - fmqhavule@jhbcityparks.com / 011 646 200 ext 250/218, or
- (c) the Ethics Manager – ethics@jhbcityparks.com / 011 712 6600.
- (d) Accounting Officer – 011 712 6600

2. Definitions

The following words are used in the context of the interpretations as defined below.

Word	Definition
Gift	The provision of something of value without receiving payment or any form of compensation from the recipient.
Goods	A product which is a tangible and visible item of value.
JCPZ	Johannesburg City Parks and Zoo, a municipal owned entity, non-profit organization.
Misconduct	Behaviour which is considered illegal in law, unacceptable or improper in accordance with societal mores, norms and practices.
Services	An act or completion of Tasks performed for the benefit of the

<u>Word</u>	<u>Definition</u>
	procuring party.
SHEQ Department	The JCPZ department responsible for Occupational Health and Safety
Supplier	A person or organization that provides something needed such as a product or service to another.
Supply Chain Management	The department within JCPZ who manage procurement on behalf of the organization.
Service Provider	An individual or entity that provides services to another.

3. Health and Safety

The safety of the public, employees, the environment, our clients and Suppliers is more than just a priority at JCPZ, it is a Core Value.

As a condition of engagement as a Supplier, JCPZ expects all Suppliers to understand the health & safety risks of their activities and apply good health & safety management systems, training and practices in all they do. Suppliers are expected to work safely and in compliance with all applicable safety, health and environmental related laws, standards, procedures, rules and with this Supplier Code, and with any additional requirements stipulated by JCPZ.

The basic safety and health expectations and requirements are set forth below. Additional requirements specific to the work undertaken by a Supplier may be specified in contractual documents.

3.1 Public Safety

A Supplier must ensure that there are no potential public safety or health hazards associated with any activity, service, product or equipment/tool supplied to or deployed in the execution of a service for or on behalf of JCPZ. Where potential hazards cannot be eliminated, they must be clearly identified and controlled in accordance with a formal risk assessment that is designed to put in place controls that meet acceptable regulatory limits and recognized industry best practices.

3.2 Worker Safety

A Supplier must provide its workforce with a clean, safe and healthy work environment in compliance with legally mandated standards for workplace health & safety where they operate, and good industry practices. The Supplier will identify, monitor and manage workforce exposure to safety hazards via risk assessments, job safety analysis and other appropriate procedures.

Hazards must be eliminated, controlled or mitigated appropriately. The supplier must provide its workforce with appropriate safety training at all times and adequate personal protective equipment ("PPE"). As critical partners in achieving our goal of zero workplace injuries, JCPZ's Suppliers are required to report all unsafe conditions, unsafe acts, near miss events and all injuries/illnesses, regardless of severity, as soon as practical. All Suppliers are empowered and expected to stop the job if they observe work being performed in an unsafe manner by either a JCPZ employee, another JCPZ Supplier, a client's personnel or third party conducting JCPZ related work.

3.3 Vehicle Safety

A Supplier must ensure that all vehicles used, and transportation activities undertaken, in the execution of JCPZ business are compliant with all applicable laws. JCPZ and its Suppliers are expected to adopt a “zero tolerance” policy with respect to the use of mobile/cellular telephones while operating a motorized vehicle.

When operating a vehicle for JCPZ business, drivers must hold a valid driver’s license appropriate to the vehicle being operated, minimize all distractions while driving and obey all posted road/vehicle regulations.

3.4 Report Incidents, Injuries and Unsafe Conditions to JCPZ

A Supplier must report any Health and Safety related incidents including injuries and unsafe conditions to the JCPZ SHEQ Department – Ms TH Thopola, by e-mail at tthopola@jhbcityparks.com or telephone 076 950 5187.

3.5 Emergency Preparedness

A Supplier must have appropriate documented emergency plans and response procedures in place and functional to sufficiently respond to any cases or emergency which may arise in performing its work.

3.6 Fitness for Work

A Supplier must have a process in place for ensuring members of their workforce are safely able to perform the essential requirements of their job without any risk to self, others or the environment, and to ensure that they are not impaired by drugs, alcohol or fatigue.

3.7 Sanitation, Food and Housing

Where applicable, members of Supplier’s workforce must be provided at a minimum, with ready access to clean toilet facilities, potable water, and sanitary food preparation, storage and eating facilities.

Where hostels or other housing accommodations are provided by the Supplier or a labor agent, these must be maintained to be clean and safe and provided with appropriate emergency egress, hot water for bathing and showering, adequate heat and ventilation, and reasonable personal space.

4. Environmental Leadership and Sustainability

JCPZ is a key provider of environmental management services in the City of Johannesburg. The company is acutely aware of our responsibility to minimize our impact on the environment through the effective management of our business activities and project work. The environment is a key focus area within the UN Global Compact and JCPZ strives to embrace its values and promote these values within our sphere of influence. JCPZ is committed to being an environmental leader and demonstrating this through our actions, including conducting our business in full compliance with all applicable environmental laws and regulations and operating in an environmentally sensitive manner consistent with our values and Global Sustainability principles. JCPZ works with its Suppliers to assess and minimize our environmental impact with the aim of avoiding damage to the environment and pursuing the most efficient use of sustainable energy and resources. We expect all our Suppliers to use materials and processes which support sustainability of the environment throughout their supply chain.

4.1 Risk and Impact Identification and Management

Suppliers must work with JCPZ to identify and record all emissions, releases and waste occurring during the course of operations performed for or on behalf of JCPZ. Processes must be in place to identify, assess, mitigate and manage potentially significant contingent risks and impacts to human health and the environment.

4.2 Compliance with Environmental Legal Requirements

A Supplier must make themselves aware of and comply with all applicable environmental laws, regulations and standards. A Supplier will also comply with any additional environmental requirements specific to the products or services being provided to JCPZ, as called for in design and product specifications and contract documents. A Supplier must obtain, keep current, and comply with all required environmental permits and licensing requirements. A Supplier must comply with the reporting requirements of applicable permits and regulations.

4.3 Pollution Prevention and Resource Preservation

A Supplier must identify and implement opportunities to reduce or eliminate waste and pollution at its source and to continually improve resource and materials use efficiencies. A Supplier must implement a systematic approach to identify, manage, reduce, and responsibly dispose of or recycle hazardous and non-hazardous waste. A Supplier must prevent unauthorized discharges and spills from entering the environment generally. Further, a Supplier must manage and responsibly control noise and air emissions from its operations that pose a hazard to the environment or health.

5. Business Conduct and Integrity

5.1 Supplier Duty

In its relationship with JCPZ, a Supplier is responsible for:

- ✓ Complying with this Supplier Code, all applicable laws and regulations, and in accordance with the highest standards of ethical business conduct; and
- ✓ Taking reasonable steps to ensure that products and services procured are (as far as practicable and sustainable) from ethical sources.

JCPZ expects Suppliers to conduct business in accordance with the highest ethical standards at all times. This Supplier Code sets forth the principles and standards of conduct for Suppliers (and their workforce) who provide goods or services to JCPZ. JCPZ may require Suppliers to demonstrate that

they are in compliance with this Supplier Code and failure to comply with the expectations outlined in this Supplier Code could result, in cessation of business with JCPZ.

5.2 Bribery and Corruption

JCPZ complies with the anti-bribery and anti-corruption laws of South Africa and supports all efforts to combat bribery and corruption. We expect the same of our Suppliers.

A Supplier must not engage in any form of bribery, corruption, extortion and embezzlement and must have adequate procedures in place to prevent any such bribery or corruption in their supply chain or by others acting for them.

Bribes or other means of obtaining undue or improper advantage are not to be offered or accepted. Behaviors or actions that may negatively influence, or appear to influence, supply chain management decisions must be avoided.

5.3 Anti-Competitive Behaviours

JCPZ is committed to doing business in a fair and transparent manner. We require our Suppliers to likewise deal with JCPZ and to conduct their business generally in a way, which is legal, ethical and honest.

When preparing and submitting bids or tenders to JCPZ, Suppliers must not engage in anti-competitive behaviour, price-fixing, bid sharing or otherwise collude with others improperly.

Any Supplier who is approached about, or becomes aware of any such anti-competitive behavior activities relating to JCPZ must immediately report it to JCPZ.

5.4 JCPZ and Municipal Officials

To avoid reputational harm or the appearance of impropriety, no gift, money, loan, entertainment, service or other item of value may be promised or provided to any JCPZ or Municipal official, or the official's friends or family members, in connection with work to be provided for or by JCPZ. For purposes of this Supplier Code, Municipal official includes any officer, employee, candidate, agent, representative, official or de facto official of the City of Johannesburg, its Entities or any government-owned or affiliated company.

When Municipal officials are involved, even simple business courtesies such as meals, entertainment or travel may be illegal. In the ordinary course of business, Suppliers may interact with Municipal agencies and employees. However, interactions with Municipal agencies, officials and employees are often regulated by disclosure requirements and ethics guidelines, National Treasury regulations and laws. Before attempting to influence any JCPZ decision, or before hiring or making any payment to an individual who is a Municipal official or employee, Suppliers may confer with the JCPZ Legal Department in writing for advice.

5.5 Tax Evasion

JCPZ has a "zero tolerance" approach to engaging in, or facilitating, tax evasion. Suppliers must prohibit all forms of tax evasion or facilitation of tax evasion. A Supplier's business should be conducted in a manner such that the opportunity for, and incidence of, tax evasion is prevented.

5.6 Legal Matters

A Supplier must inform JCPZ of any criminal investigations or charges, regulatory investigations, fines, penalties or citations, as well as any other claims or litigation against it or any of its affiliates or

employees so that JCPZ can assess JCPZ's interests and the potential impacts of such investigations, claims, charges or litigation. Suppliers must report all such legal matters to JCPZ.

5.7 Accurate Books, Records, Disclosures and Communications

Suppliers must ensure that all records, disclosures and communications to JCPZ are full, fair, accurate, timely and understandable. The true nature of any transaction must never be hidden, altered, falsified or disguised, nor any endorsements, approvals, or authorizing signatures for any payment forged.

Records or disclosures that a Supplier knows (or should reasonably know) to be false or misleading must not be submitted, entered, processed or approved and must be reported to JCPZ immediately upon discovery.

5.8 Conflicts of Interest

A conflict of interest can arise if actions are taken or if there are interests that may make it difficult for a Supplier to perform JCPZ-related work objectively and effectively.

JCPZ expects Suppliers to exercise reasonable care and diligence to prevent any actions or conditions that could result in a conflict with the interests of JCPZ or a JCPZ client, the appearance of a conflict of interest, or that may compromise the exercise of independent judgment during the execution of work for, or on behalf of, JCPZ.

While engaged in JCPZ related work, a Supplier must not engage in any activity that creates a conflict of interest, or the appearance of a conflict of interest with JCPZ or in any way compromises the work that the Supplier is contracted to perform on behalf of JCPZ.

Any potential conflicts must be disclosed to JCPZ. The records relating to the declaration must be filed and preserved for a reasonable period of time by the Supplier.

If the Supplier is allowed to remain in a situation that could be perceived as a conflict, a confirmation in writing must be obtained.

Any questions relating to any conflicts of interest should be raised with JCPZ through the contacts provided.

5.9 Gifts and Hospitality to JCPZ Employees

It is understood that exchanging gifts and hospitality are common business practices. JCPZ is cognizant of the fact that the giving of gifts could give rise to an obligation or may create an impression of improper influence or obligation. Suppliers must therefore not provide any gift, meal or entertainment to JCPZ personnel or their family members.

Suppliers must not provide any enticement in any situation in which it might influence or appear to influence any decision in relation to the Supplier or create a sense of obligation or a perception or appearance of obligation.

Despite the above, JCPZ policies do make provision for a Supplier to provide modest gifts, meals or entertainment to JCPZ employees that do not exceed three hundred and fifty rands (R350) in any financial year / twelve (12) month period.

Any gift, meal or entertainment should comply with the following:

- ✓ It must be consistent with customary business practices and policies and should not appear extravagant or excessive or improper or frequent;

- ✓ It should not violate any law or policy;
- ✓ It can be supplier-company branded marketing or promotional items which are of minimal value; and
- ✓ It can include normal meals or refreshments in the course of a business meeting or marketing event.
- ✓ Must be disclosed by both receiving and offering parties.

6. Human Rights

JCPZ is committed to supporting international human rights, both as part of our commitment to the UN Global Compact and in accordance with the UN Guiding Principles on Business and Human Rights. JCPZ seeks to respect and uphold the fundamental human rights and freedoms of everyone who works for us or with us, and of the people and communities where we operate. We expect our Suppliers to share this commitment and to respect and uphold the human rights of all persons, especially in Supplier's workforces, its supply chain and the communities in which it operates.

Suppliers will identify and avoid as far as possible any adverse human rights impacts caused or contributed to by their operations or activities. JCPZ will cease doing business with a Supplier who engages in abusive labor practices or exploits vulnerable worker groups.

No worker should perform any work that is likely to be hazardous or that maybe harmful to their health, physical, mental, social, spiritual or moral developments without adequate mitigation measures being effected including but not limited to the Provision of Training, Personal Protective Clothing and Equipment. In addition to treating all persons with dignity and respect, Suppliers will provide workers with safe and humane working conditions. JCPZ expects its Suppliers to have adequate procedures in place to ensure they are not directly or indirectly through their supply chain involved in any form of involuntary or forced labour.

6.1 Freedom of Association and Employment

Suppliers must not participate in the exploitation of workers and must not use forced, bonded or involuntary labor. All members of a Supplier's workforce must be free to leave the workplace and have the right to terminate their employment.

No workforce member must be required to surrender passports, official identity documents or work permits as a condition of employment (except for temporary processing or legal requirements) and the retention of such document must not be used to bind workers or restrict their rights and freedoms.

Any fees charged to the workforce must be transparent and reasonable and inappropriate or excessive fees are unacceptable. The rights of the workforce to associate freely, join or not join labor unions, seek representation and join workers' councils in accordance with local laws must be respected and upheld by a Supplier.

6.2 Child Labor

A Supplier must not employ any person under the minimum legal age for employment as prescribed by the relevant labour legislation. Legitimate workplace apprenticeship programs, which comply with all laws and regulations, are acceptable.

A Supplier must comply with all legal requirements for the work of authorized young workers, including those relating to working hours, wages and safe working conditions.

6.3 Wages, Hours and Benefits

Wage payments, working hours and benefits must comply with all applicable laws and regulations, and collective bargaining agreements. We draw your attention to the legislated minimum wage as amended from time to time. A Supplier will abide by applicable employment and residency laws, including visa and work permit requirements.

6.4 Diversity and Inclusion

Due to our principles of respect and collaboration, JCPZ is committed to diversity and to equal opportunities in the workplace. We seek to provide a work environment where all persons have the opportunity to reach their full potential and contribute to JCPZ's success. We strive to promote the equal treatment of all persons.

As part of our commitment to fair inclusion of all persons, as well as our commitment to diversity, JCPZ prohibits discrimination on the basis of race, color, age, religion, sex, gender or gender identity, sexual orientation, national origin, disability, pregnancy, political affiliation, medical condition, veteran status, ancestry, union membership or marital status or under any other category protected under the laws of South Africa.

We will not tolerate racist, sexist or other discriminatory behavior. We expect our suppliers to share and uphold these legal and moral standards and to promote such fair and equal treatment.

6.5 Harassment and Discrimination

A Supplier must not tolerate any form of harassment or discrimination. Harassment or discrimination includes without limitation, behavior, comments, jokes, slurs, email messages, pictures, photographs, or other conduct that contributes to an intimidating or offensive environment.

Prohibited behavior includes but is not limited to bullying, initiation activities, or hazing (regardless of the other person's willingness to participate). A Supplier will prohibit conduct or business entertainment that could reasonably be construed as discrimination or harassment based on race, color, age, religion, sex, gender or gender identity, sexual orientation, national origin, ethnicity, genetic information, disability, pregnancy, political affiliation, medical condition, veteran status, ancestry, union membership or marital status. These factors must not be used as grounds for discrimination in hiring and employment practices (e.g. advancement, disciplinary decisions, benefits, training or general workplace conduct).

6.6 Workplace Violence

JCPZ has a "zero tolerance" policy for workplace violence. Acts or threats of physical violence are not allowed, including but not limited to physical abuse, corporal punishment, intimidation, coercion, stalking, bullying, or similar activities.

Any worker who engages in acts or threats of violence will be removed from any work assignment with JCPZ. A workplace violence incident may result in suspension or termination of a Supplier's contract with JCPZ, and also may result in civil or criminal legal proceedings.

6.7 No Retaliation

A Supplier must ensure that their workforce is able to openly communicate and share grievances with their management, Unions or regulatory authorities regarding working conditions and management practices without fear of retaliation, intimidation or harassment.

6.8 Combatting Modern Slavery

JCPZ supports international efforts on human rights and complies with the applicable laws, and all Suppliers are expected to do the same. A Supplier must not employ or use any form of modern slavery in the Supplier's business or in its own supply chain. Under international standards, this prohibition requirement includes forced, bonded or compulsory labor and human trafficking. JCPZ is committed to taking steps to ensure that modern slavery does not occur in our business or our supply chain; and we expect our suppliers to do the same. We may request Suppliers from time to time to confirm to us the measures they are taking in their own operations to tackle the risk of Modern Slavery.

7. **Confidentiality**

JCPZ requires Suppliers to protect the confidential and personal data not only of JCPZ and persons who work for JCPZ, but also of our clients and persons who work for our clients.

7.1 JCPZ Confidential and Protected Information and Intellectual Property

Suppliers must maintain and protect the confidentiality, integrity and availability of information entrusted to it by JCPZ, except when disclosure is legally mandated or is authorized by JCPZ.

"Confidential and Protected Information" is JCPZ's proprietary information or third-party information intended for use within JCPZ that, if disclosed to, or modified by, unauthorized individuals, could result in the risk of financial loss, productivity loss or damage to JCPZ's reputation.

Confidential and Protected Information includes without limitation, client information, legal documents, contracts, proposals, information about a specific client or employee, intellectual property and trade secrets. Unauthorized disclosure of Confidential and Protected information is a violation of this Supplier Code, JCPZ contractual requirements, and, potentially, applicable law. Suppliers must report any actual or suspected data breach immediately following detection to the relevant contact person.

7.2 Data Privacy and Protection

JCPZ is committed to the protection and security of the personal data of our staff, clients and others in line with data protection laws of South Africa, including but not limited to the Protection of Personal Information Act and equivalent laws.

"Personal Data" refers to any information describing or relating to an identified or identifiable individual by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that individual.

Suppliers who collect, record, organize, store, access, adapt, alter, retrieve, use, disclose, or otherwise process Personal Data on behalf of JCPZ are obliged to support this commitment. In particular, all Suppliers must:

- ✓ Duly observe their obligations under Data Protection Laws;
- ✓ Process, transfer, modify, disclose, amend or alter Personal Data in accordance with the written instructions of JCPZ (unless otherwise required by Law);
- ✓ Ensure that it has appropriate technical and organizational measures to prevent unauthorized processing, accidental loss, destruction, damage, alteration and/or destruction of Personal Data, and take measures necessary to uphold data protection laws, which measures may include, but not be limited to, encryption, pseudonymisation, resilience of processing systems and backing up of Personal Data;
- ✓ Not transfer any such Personal Data without the prior written consent of JCPZ.
- ✓ Comply with all specific laws related to transfers of such Personal Data - specifically, but not limited to, transfers of Personal Data to any country outside of South Africa;

- ✓ Ensure the reliability of any staff who have access to Personal Data, ensure that they are subject to appropriate confidentiality and security undertakings, and that they treat all Personal Data as confidential;
- ✓ Not permit any third party to process JCPZ Personal Data unless that party has entered into an agreement with the Supplier that incorporates these data protection obligations;
- ✓ Promptly notify JCPZ of any communications received from any person regarding the processing of Personal Data, and take reasonable steps to assist JCPZ to respond to those communications;
- ✓ Immediately notify JCPZ on becoming aware of any breach of data protection laws, and co-operate with JCPZ in the investigation and remediation of any such breach;
- ✓ Inform JCPZ if any instruction received from JCPZ might infringe applicable data protection laws;
- ✓ Permit JCPZ representatives to inspect and audit the facilities used by a Supplier to process Personal Data;
- ✓ Provide assistance to JCPZ with Personal Data protection impact assessments, as required; and
- ✓ Immediately cease processing any JCPZ Personal Data upon the termination of a Supplier's contract with JCPZ and, at JCPZ's option, either return or securely delete the Personal Data and confirm to JCPZ that this has been done.

7.3 Computer and System Security

Suppliers who have access to JCPZ's computer equipment and/or JCPZ's information systems, or are responsible for the storage, processing or transmission of JCPZ information, will ensure that the security of those systems comply with the applicable JCPZ information and cyber security policies and standards. Suppliers must immediately report the loss of any JCPZ equipment or any other equipment containing JCPZ data, as well as any suspected or actual breach of JCPZ's computer system or network security.

A Supplier must contact their JCPZ business contact person to report any JCPZ related security concerns. In addition, Suppliers must ensure the following:

- ✓ Depending on scope of engagement, a valid non-disclosure/confidentiality agreement has been signed and the receipt of which has been acknowledged by the Supplier's JCPZ business contact;
- ✓ Computer accounts, passwords and other types of authorization are assigned to individual authorized users and must not be shared with or divulged to others.
- ✓ Authorized users will be held accountable for all actions taken on their system with their user identification;
- ✓ Sexually suggestive or explicit material, gaming, file sharing or other inappropriate files or websites are not downloaded or accessed;
- ✓ Inappropriate or pirated content is not stored on JCPZ equipment and is not used (directly or indirectly) in the provision of any materials or services to JCPZ;
- ✓ Only approved, authorized and properly licensed software is used on JCPZ computer systems;
- ✓ Only JCPZ owned computers and equipment are used to connect to JCPZ networks;
- ✓ Internet access from JCPZ owned computers or devices is not used to conduct personal business, play computer games, gamble, conduct political campaigns, or for personal gain;
- ✓ Personal devices are not recharged using a JCPZ computer;
- ✓ No attempts are made to circumvent or attack security controls on a computer system or network;
- ✓ JCPZ issued equipment is protected from unauthorized access and theft at all times and all equipment must be password protected and locked when left unattended; and
- ✓ For those using mobile assets, applicable requirements from JCPZ are identified and implemented.

8. External Communications

8.1 News Media

Any media inquiries relating to JCPZ must be immediately referred to you're the JCPZ Media and Communications Office, Ms Jenny Moodley by email at jmoodley@jhbcityparks.com or telephonically at 011 712 6615 / 082 803 0748.

No Supplier shall represent itself to the media as speaking on behalf of JCPZ.

8.2 Social Media

Any Supplier to JCPZ must have processes in place to ensure that the use of social media by the Supplier, their workforce, representatives or agents does not negatively affect JCPZ's reputation. A Supplier's processes should specifically ensure against the following: Representation of any content in any social media regarding JCPZ without prior written approval by JCPZ; and Posting content about JCPZ staff or personnel, shareholders, customers, vendors, affiliates or competitors that is derogatory or in contravention of any standards in this Supplier Code.

8.3 Use of JCPZ Brand or Name

Suppliers must not use the JCPZ name or refer to JCPZ in any of its marketing or promotional materials/websites without JCPZ's prior written approval, including:

- ✓ Making unauthorized business commitments involving JCPZ;
- ✓ Using photographs, videos or audio recordings of either JCPZ or JCPZ client projects or operations without JCPZ's prior written approval; and
- ✓ Using JCPZ's logo, trademarks or proprietary graphics in any way, without JCPZ's prior written consent.

9. Raising Concerns

The standards of conduct described in this Supplier Code are critical to the ongoing success of JCPZ. If Suppliers encounter questionable activities, JCPZ encourages them to immediately bring them to JCPZ's attention through the relevant contact persons. This line of reporting can be used to raise or report matters specifically covered in this Supplier Code, and also to report any other concerns about questionable business conduct. Messages are handled confidentially by the designated offices, to the extent permitted by applicable laws. Further, JCPZ prohibits retaliation against anyone who, in good faith, raises concerns or is involved in an investigation and will investigate any reports of retaliation and take appropriate action.

10. Compliance

Suppliers are expected to take all appropriate actions to enable them to comply with the Laws of South Africa and the requirements under this Code. Suppliers must have adequate procedures in place to monitor and ensure such compliance. Suppliers are expected to take necessary corrective actions forthwith to promptly address and remedy any identified non-compliance. If a Supplier is unable or unwilling to do so, JCPZ may exercise its rights to suspend or terminate the relationship with any such Supplier.

11. Queries

If you have a question, concern or grievance related to work undertaken for or with JCPZ with regards to this Supplier Code or wish to report any fraud or questionable practice, please contact any one of the following:

- (a) City of Johannesburg anti-fraud hotline -0800 002 587,
- (b) the Chief Internal Auditor - fmqhavule@jhbcityparks.com / 011 646 200 ext 250/218, or
- (c) the Ethics Manager – ethics@jhbcityparks.com / 011 712 6600.



EQUIPMENT SPECIFICATIONS

Doc ID.

Revision no.

Next revision Date:

TITLE: HEALTH & SAFETY PLAYGROUND EQUIPMENT SPECIFICATIONS

PLAYGROUND DESIGN SPECIFICATIONS - STEEL AND METAL PLAYGROUND EQUIPMENT

Introduction

JHB City Parks and Zoo in its efforts to ensure optimum compliance with the requirements of the Occupational Health and Safety Act 85 of 1993 and Regulations must ensure that all playground equipment procured by JHB City Parks and Zoo (JCPZ) adhere to the minimum requirements for playground equipment. All suppliers must comply with and be informed of the following:

The manufacturer / supplier has a duty to comply with the relevant SANS or any other regulatory standard (**SANS 51176-1 (6.1.2)**). It is obligatory that manufacturers / suppliers of playground equipment and designers of playgrounds to become acquainted with the SANS standards that apply to playground equipment.

DESCRIPTION	REQUIREMENTS
	PRODUCT INFORMATION REQUIREMENTS
MANUFACTURERS / SUPPLIERS	GENERAL PRODUCT INFORMATION (SANS 51176-1 (6.1))
Information to be provided by the manufacturer/supplier of playground equipment.	The manufacturers/suppliers shall provide shall provide instructions in the appropriate languages. These instructions shall conform to the following: a) Legible; b) Illustrations shall be used wherever possible; c) Instructions shall include at least the following information: 1. Details of the installation, operation, inspection and maintenance of the equipment; 2. Clause or note drawing the operator's attention to the need to increase inspection / maintenance if the equipment is subjected to heavy use and/or stability of the equipment relies on one post; 3. Advise to take care, in relation to specific hazards to children, due to incomplete installation of dismantling, or during maintenance. The manufacturer/supplier shall supply copies of test reports upon request. PRE-INFORMATION (SANS 51176-1 (6.1.2)) The manufacturer/supplier shall provide information concerning the safety of the installation prior to the acceptance of the order, e.g. a catalogue data sheet. This information shall include at least the following, where relevant: a) Minimum space; b) Surfacing requirements (Including free height of fall and extent of surfacing)

- c) Overall dimensions of the largest parts;
- d) Mass of the heaviest part/section in Kg;
- e) Guidance regarding the target user group for the equipment;
- f) If the equipment is intended only for indoor use or under supervised conditions;
- g) Availability of spare parts;
- h) Certification of conformity with the standards;

INSTALLATION INFORMATION (SANS 51176-1 (6.1.3))

The manufacturer/supplier shall supply an equipment delivery parts list with the equipment.

The manufacturer/supplier shall supply installation instructions for the correct assembly, erection and placing of the equipment.

The information shall include at least the following:

- a) Minimum space requirements and safety clearances;
- b) Equipment and parts identification;
- c) Erection sequence (Assembly instruction and installation details)
- d) Matching aids where necessary, e.g. signs on parts accompanied by appropriate instructions;
- e) Need for any special tools, lifting devices, templates or other assembly aids to be used and any precautionary measures to be taken. Where necessary, torque values should be given;
- f) Constructional space required to install the item of equipment;
- g) Orientation where necessary, in relation to sun and wind;
- h) Details of the required foundation, under normal conditions, anchorage in the ground and the design and the location of the foundation (with a note that care should be taken concerning normal conditions)
- i) Specific instructions if a particular landscape profile is necessary for safe operation, e.g. falling height;
- j) Free height of fall (for impact attenuation surfacing needs);
- k) Need for and details of the application of any painting or treatment; and
- l) Removal of assembly aids before the equipment is used.

Drawings and diagrams shall clearly specify the principal dimensions of the equipment and the relevant space, heights and areas required for installation.

The manufacturer/supplier shall supply the details necessary for inspection of the playground equipment prior to its first use.

INSPECTION AND MAINTENANCE INFORMATION (SANS 51176-1 (6.1.4))

The manufacturer/supplier must provide instructions for maintenance (Marked with the number of this standard), which shall include a statement that the frequency of inspection will vary with the type of equipment e.g. equipment where the stability relies on one post, or materials used and other factors e.g. heavy use, levels of vandalism, coastal location, air pollution, age of equipment.

The manufacturer/supplier shall likewise provide drawings and diagrams necessary for maintenance, inspection and checking of correct operation and, where appropriate, repair and equipment.

	The instructions shall specify the frequency with which the equipment or its components should be inspected or maintained and shall include the following, where relevant: a) Routine visual inspection (Could be done daily or weekly and is dependent on the usage and envisaged vandalism); b) Operational inspection (One every 3 months or more as indicated) c) Annual main inspection Special attention is given to “sealed for life” parts and equipment where stability relies on one post during the operational and annual inspections. The annual main inspection may require excavation or dismantling of certain parts. The instructions shall also specify the following: a) If necessary, the servicing points and methods of servicing e.g. lubrication, tightening of bolts and re-tensioning of ropes; b) That replacement parts shall conform to the manufacturer’s specifications; c) If special disposal treatment is required for some equipment or parts; d) Identification of spare parts; e) Any additional measures to be taken during the run-in period, e.g. tightening or fastening, tensioning ropes; f) Need to keep drainage holes clear; g) That surfacing shall be maintained, in particular, the levels of loose fill materials; h) That glass reinforced plastics should be replaced or repaired before the glass fibres become exposed through wear or damage. This particularly applies to slides. TEST METHODS AND REPORTS (SANS 51176-1 (5)) Unless otherwise specified the requirements of this clause must be verified by measurement, visual examination or practical tests. Before testing, the equipment shall be assembled in accordance to the manufacturer’s instructions into a similar condition similar to its position of use. Test reports include the following: a) Number and date of this SANS 51176-1 standard; b) Details of the equipment tested; c) Details of the condition of the equipment including any defects observed before the test; d) Details of any change in the condition of the equipment observed after the tests. MARKING (SANS 51176-1 (7)) EQUIPMENT IDENTIFICATION (SANS 51176-1 (7.1)) The equipment shall be marked legibly, permanently and in a position visible from the ground level with at least the following: a) Name and address of the manufacturer or authorised representative; b) Equipment reference and year of manufacture; and c) The number and date of the SANS standard BASIC LEVEL MARK (SANS 51176-1 (7.2))
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	Equipment shall be marked legibly and permanently with the basic level mark.
GENERAL REQUIREMENTS	
MATERIALS & DESIGN CONSIDERATIONS (SANS 51176-1 (4.1.1))	The manufacturer must provide the client with all information regarding the safety of the installation which include the materials that it was made from including All materials must: ❖ Be non-toxic (Lead- Asbestos etc.) ❖ Considerate of climate (Rust and sun exposure) ❖ Considerate to temperature (Colour and type) Skin contact to dark surfaces may cause burns. ❖ Flammability and treatment (Plastic and timber may be highly flammable and aid in the spread of fire and its use in equipment can only be allowed when equipment is expected to be in a controlled environment) ❖ Health effects (Timer treatment, paint and other products may be carcinogenic). Always request a toxicology report. ❖ Replaceable (To affect repairs and replace parts) ❖ Suitable for the expected usage (Age and number of users) (Industrial strength for use in high use areas).
SYNTHETICS (SANS 51176-1 (4.1.5))	No protruding nails, bolts, wire rope or sharp ended components or rough sections may be present. These hazards may cause lacerations bruising and scraping. Protruding nuts and bolts must be covered by dome headed nuts.
WELDS (SANS 51176-1 (4.1.5))	All welds must be smooth and corners and edges must not create opportunities for scraping.
STRUCTURAL INTEGRITY (SANS 51176-1 (4.2.2))	The structural integrity can be tested at maximum expected (Number of users at any given time) or specified maximum (Designer or manufacturer) loads. The worst case must be proven.
ACCESSIBILITY FOR ADULTS (SANS 51176-1 (4.2.3))	Equipment must be so designed as to allow access to adults to assist children within the equipment. The access is not meant to allow adults to use the equipment. Enclosed parts of equipment such as multipurpose structures, tunnels and playhouses with an internal distance of more than 2000 mm must have at least two access openings on different sides of the play structure. These openings must always be accessible and not be capable of being locked. These access points shall have no dimensions less than 500 mm.
PROTECTION AGAINST FALLING (SANS 51176-1 (4.2.4))	No equipment critical fall heights may exceed 3000mm. When installed on ramps or stairs, all handrails, guardrails and barriers must be installed from the lowest positions.
HANDRAILS (SANS 51176-1 (4.2.4.2))	Handrails must not be less than 600 mm and not be more than 850 mm above the foot position. Handrails must conform to the grasp requirements.
GUARDRAILS (SANS 51176-1 (4.2.4.3))	For equipment that is not easily accessible, guardrails must be provided when the platform is 1000-2000 mm above the playing surface. This height of this guardrail must be between 600-850 mm at the top edge.

	Platforms higher than 2000 mm must incorporate a protective barrier at least 700 mm high above the platform, stairs or ramp. The guardrails must completely surround the platform except for entrance and exit openings. This guardrail must not constitute an entrapment hazard. The maximum opening (Except for bridges, stairs and ramps) must not exceed 500 mm. The openings on bridges, stairs and ramps may not exceed the width of these structures.
BARRIERS (SANS 51176-1 (4.2.4.4))	A barrier when required must completely surround a platform except for the entrance and exit openings. The maximum width of the opening must not exceed 500 mm unless a guardrail is provided across the opening. The openings on bridges, stairs and ramps may not exceed the width of these structures. The guardrail must not comprise of horizontal or near horizontal rails, bars or other structures that could encourage climbing. The top sections of a barrier must be so designed as to discourage sitting or standing on top of the barrier.
FINISHING OF EQUIPMENT (SANS 51176-1 (4.2.5))	NON-TOXIC AND DURABILITY Ensure that all materials used as coatings and treatment of finishing is non-toxic, and will not negatively affect the materials the equipment is made from or reduce its lifespan. FLAMMABILITY It is recommended that research is done to determine the flammability of products before they are used on playground equipment treatments. Some products may produce surface flash (fire).
MOVING PARTS (SANS 51176-1 (4.2.6))	There must be no cursing or shearing points between moving parts or one stationary and one moving part. Moving parts that could endanger the body must be at least 400mm from the ground.
PROTECTION AGAINST ENTRAPMENT (SANS 51176-1 (4.2.7))	When choosing materials, a manufacturer must consider the entrapment hazards that may occur through the disfigurement of materials during use such as bending and stretching.
PROTECTION AGAINST ENTANGLEMENT (SANS 51176-1 (4.2.7))	When choosing materials, the manufacturer must take into account the entrapment hazards that can occur. Typically caused by structures or small diameter components that project out from a surface, entanglement and protrusion hazards may entangle clothing resulting in strangulation and/or impale skin causing a laceration, contusion, or other soft tissue damage.
DETERMINATION OF CRITICAL FALL HEIGHT (SANS 51176-1 (4.2.8.1))	If the climber is part of a composite structure, the fall height is the distance between the highest parts of the climber intended for foot support and the protective surfacing beneath it. The possible movement of the equipment and the user shall be taken into account, meaning the maximum movement shall be taken into account.

DETERMINING SPACES AND AREAS (SANS 51176-1 (4.2.8.2.1))	The requirements for falling space and impact area are intended to offer the users protection during the first impact of a potential fall. These spaces will likewise offer some protection to other users wandering around the equipment. A manufacturer or supplier shall provide the supply installation information and correct assembly, erection and placement of equipment. This includes the spacing of equipment to ensure that spaces are not impeded by the placement of adjacent or adjoining equipment. (SANS 51176-1 (6.1.3)) Minimum space consists of the following (SANS 51176-1 (4.2.8.2.2)) ❖ Space occupied by the equipment; ❖ Free space directly below, around equipment or at equipment escape points and ❖ Falling space or impact area
EXTENT OF THE IMPACT AREA (SANS 51176-1 (4.2.8.2.4))	The impact area is the area where the child will strike the surface or another item or part of equipment. In determining the impact area, consideration to the possible movements and the user shall be taken into account.
EXTENT OF FALLING SPACE (SANS 51176-1 (4.2.8.2.5))	Unless otherwise specified the extent of the falling space shall be at least 1500 mm around the elevated parts of equipment measured horizontally and extending from the vertical projection plane below the equipment.
LADDERS (SANS 51176-1 4.2.9.1)	Ladders (Normally angled 60° - 90° to the horizontal) Ladders should: ❖ Have rungs and/or sides up to 60 mm diameter (grasp) or have handrails 16-45mm (grip). Near vertical ladders i.e.: within 10°: apply grip requirements. Rungs require grip and sides require grasp ❖ Be evenly spaced (bottom rungs can be omitted to discourage young children) ❖ Be non-rotating and equally spaced ❖ Timber fixing methods should be secured against removal ❖ There should be a clear space behind the rung or step, when measured from the tread centre line, of more than 90mm when measured at 90° to the ladder ❖ Ladder sides may be higher than the platform ❖ Rungs and steps shall horizontally be within 30. ❖ Ladders shall have rungs/styles that conform to the grasp requirements (may not exceed a width 60mm).
STAIRS (SANS 51176-1 4.2.9.2)	Stairs should: ❖ Stairs leading to platforms leading to 1000 mm in height, a guardrail may replace the barrier provided that the guardrail is less than 600 mm measure from the middle of the tread. ❖ Guardrails/barriers shall be provided from the first step and shall conform to the grasp requirements (may not exceed a width 60 mm). ❖ Have at least three rises. ❖ Be evenly spaced. ❖ Have a minimum tread depth of 140 mm as seen in Part 3 Fig 50 Yellow marking ❖ Have the back of the tread aligned with the next tread front ❖ Stairs over 2000 mm in vertical height should have intermediate platforms at less than

	❖ 2m intervals, the same width and be over 1000 mm long. They should change direction by 90° or be off-set (not on free-standing slides up to 2500 mm) ❖ Hand-rails are required on stairs over 1000 mm & 45° & meet hand-rail requirements
RAMPS (SANS 51176-1 4.2.9.3)	Ramps should be of an angle up to 38° to the horizontal and must be at a constant angle. Ramps should: ❖ Have slip-resistant measures if accessible to all ages i.e. footholds ❖ Have barriers at least 700mm high for children under the age of three if the ramp is over 600mm above the surface. ❖ All ramps must conform to the protection against falling.
CONNECTIONS (SANS 51176-1 4.2.10)	❖ Connections must be so designed to prevent that they cannot come loose of their own accord unless specifically designed to do so. ❖ Connections must be so constructed that cannot become undone without using tools. ❖ A loose connection presents a risk of injury.
CONSUMABLE COMPONENTS (SANS 51176-1 4.2.11)	❖ Components subjected to wear or designed to be renewed during the life of the equipment, such as bearings shall be capable of being replaced. ❖ Replaceable components shall be protected (Protection by way of a cap) against unauthorised intervention and should require little maintenance. ❖ Any lubricants that may leak from equipment should not stain then equipment or adversely affect its safe use.
ROPES (SANS 51176-1 4.2.12)	Ropes must comply to the requirements applicable to the rope type.
CHAINS (SANS 51176-1 4.2.13)	Chains for playground equipment shall conform to SANS 1637:2008 as a minimum and shall have a maximum opening of 8,6 mm in any one direction, except where connections are made, where the maximum opening shall be greater than 12 mm or less than 8,6 mm
FOUNDATIONS (SANS 51176-1 4.2.14)	The foundations shall be designed such that they do not present a hazard (tripping or impact). In loose fill foundations such as sand, the foundations shall be installed or laid in accordance with one of the following: - So that the pedestals, footings and fixing elements on the equipment are at least 400 mm below the playing surface; - If the tops of the foundations are shown, it must be safeguarded and the foundation must extend to at least 200 mm below the surface; - So that they are covered by items of equipment or equipment parts Any parts that protrude from the foundations such as the ends of screws shall be at least 400 mm below the playing surface.
ADDITIONAL REQUIREMENTS	
SWINGS (SANS 51176-2)	All swings must conform with the requirements detailed within SANS 51176-2 FRAMEWORK (SANS 51176-2 (4.9)) Swings with more than two seats shall be divided by construction parts into bays so that there are no more than two seats per bay.

GROUND CLEARANCE (SANS 51176-2 (4.2))

The minimum ground clearance at rest position shall be 350 mm.

MEANS OF SUSPENSION (SANS 51176-2 (4.5))

Fully rigid suspension members shall not be used (SANS 51176-1: 4.2.12 and 4.2.13).

The triangular openings formed by the chain or suspension members branching towards the swing seat are exempt from the requirements of (SANS 51176-1, 4.2.7.2.)

IMPACT ATTENUATION OF SWING SEATS (SANS 51176-2 (4.6))

When tested in accordance with Annex B, there shall be no peak values of acceleration greater than 50 g and the average surface compression shall not exceed 90 N/cm².

DYNAMIC LOAD OF SWINGS (SANS 51176-2 (4.7))

When tested in accordance with Annex C the components in the suspension system shall show no cracks, permanent deformation or damage and no connection shall be loosened. There shall be no dimensional change in the components that can be seen with normal/corrected vision.

STRUCTURAL INTEGRITY (SANS 51176-2 (4.8))

When calculated in accordance with EN 1176-1, Annex B, the reaction forces of the structure shall be greater than the calculated forces resulting from use.

When tested in accordance with EN 1176-1, Annex C, there shall be no signs of cracks, or permanent deformation when examined with normal corrected vision.

HEIGHT OF FALL AND IMPACT AREA (SANS 51176-2 (4.10))**FREE HEIGHT OF FALL (SANS 51176-2 (4.10.1))**

The free height of fall D of a swing is determined from the middle of the seat vertically to the ground when the swing seat is raised by 60°. Alternatively, the free height of fall can be determined by the formula:

Free height of fall (D) = (length of the suspension member (h_2) ÷ 2) + height of swing seat at rest (h_3). **Part 3 Fig 74**

DIMENSIONS OF FALLING SPACE AND IMPACT AREA (SANS 51176-2 (4.10.2))

The falling space towards the front and back of the swing must extend to twice height of the suspension member (Chain or rope) taken from ground level. This allows free space for a user exiting the swing while it is undergoing motion.

The free space towards the sides of the swing must be at least 1800mm.

TEST REPORTS (SANS 51176-2 (5))

Test reports shall be in accordance with EN 1176-1:2008, Clause 5, in addition to the following:

a) test report regarding compliance with EN 1176-2;

	b) certification of conformity with the relevant requirements of EN 1176-1 and EN 1176-2; c) number and date of this European Standard, i.e. EN 1176-2:2008. MARKING (SANS 51176-2 (6)) Swings shall be marked in accordance with SANS 1176-1, Clause 7. Marking shall be positioned on the swing in a location that will be visible when erected on site.
SLIDES (SANS 51176-3)	ACCESS (SANS 51176-3: (4.2)) Access to the starting sections shall be by means of an access ladder, stairs, climbing section or device. For free standing slides, the maximum vertical height that the first stairs can reach without a change in direction or offset, by a minimum width of the access, shall be 2500 mm. Where the starting section of a slide is easily accessible the free height of fall (h) shall be 2000 mm maximum unless guarding is provided. For attachment slides with a fall height greater than 1 000 mm, a crossbar across the access opening shall be provided. The crossbar shall be positioned between the platform guard rail or barrier and the start of the sliding section. The height of the crossbar shall be between 600 mm and 900 mm above the starting section. For attachment slides with a starting section or barrier beyond the edge of the platform, the area of the starting section between the crossbar and the platform shall comply with the same requirements as platforms. (Height of guard or barrier) LENGTH OF STARTING SECTION (SANS 51176-3 (4.3.1)) Each slide shall have a starting section of at least 350 mm in length. The starting section shall have a downward slope tolerance from 0° to 5° in the direction of the sliding section, meaning that only a minor slope of 5° is allowed where the user positions him at the starting section of the slide. GUARDING OF STARTING SECTION (SANS 51176-3: (4.3.2)) ❖ The starting section shall have a guarding section conforming to the barrier requirements (SANS 51176-1 4.2.4.4) when one of the following applies: ✓ The length of the starting section is more than 400 mm; ✓ The starting section is easily accessible and has a free height of fall of more than 1000 mm; ✓ The free height of fall of the starting section is more than 2000 mm ❖ The guarding section shall either be a continuation of the lateral protection or be outside the plane of the lateral protection.

- ❖ When the guarding section is separate from or outside the pane of the lateral protection, the maximum vertical or horizontal offset shall be less than 89 mm.
- ❖ For attachment slides, the opening in the barrier shall be the same as the width of the starting section or guarding section.
- ❖ For attachment slides where all or part of the starting section is beyond the platform edge, the guarding sections shall have a height of at least 500 mm at the same point.

WIDTH OF STARTING SECTION (SANS 51176-3: (4.3.3))

The width of the starting section shall be equal to that of the sliding section. The starting section shall be designed so that it is aligned with the direction of the initial sliding movement, if the starting section is a platform or extension of a platform the starting section can be greater in width than the sliding section.

LATERAL PROTECTION OF STARTING SECTION (SANS 51176-3: (3.4))

The lateral protection of the starting section shall be a continuous unbroken extension of the lateral protection of the sliding section. Any variations in the angle of declination of the top of the lateral protection in the sliding direction shall be made with a radius of at least 50mm at some point.

SLIDING SECTION (SANS 51176-3: (4.4))

Angle (SANS 51176-3:2010 (4.4.1))

- ❖ Maximum angle: 60° at any point and an average overall of 40° measured at the centreline.
- ❖ Angle changes over 15° should be curved. For the first 2000 mm in height the radius is 450 mm and for the remainder the radius is over 1000 mm.

WIDTH (SANS 51176-3: (4.4.2))

- ❖ The width of open and straight slides over 1500 mm long should be less than 700 mm or greater than 950 mm.
- ❖ Spiral or curved slides should have a width less than 700 mm
- ❖ Each track of a multi-track slide shall have a width of at least 700 mm
- ❖ The edges of the slides shall be rounded with a radius of at least 3 mm or provided with means of protection from injury to the user. (No sharp sections that may result in lacerations)
- ❖ In the case of track dividers, the dividers shall have a minimum height of 100 mm and shall run the full length of the sliding section.

RUN-OUT SECTION (SANS 51176-3: (4.5))

All slides shall include a run-out section either type 1 where the run-out section is short with a long impact area or type 2 where the run-out section is long with a short impact area.

	The declination of the run-out section shall be 10° maximum, for type 1 or 5° maximum for type 2. The minimum length for the run-out sections are given in the table below. The end of type 1 slide shall be turned down into the ground with a radius of at least 50mm or reverse at an angle of at least 100°. SURFACE OF THE SLIDE (SANS 51176-3: 2010 (4.6)) The design of slides and accessible structures around them shall be such that no clothes shall become trapped (SANS 51176-1 (4.2.7.3)) IMPACT AREA (SANS 51176-3: 2010 (4.8)) ❖ In addition to the requirements given in SANS 51176-1, the impact area shall be provided to a distance of at least 1000 mm to the sides of the run-out section. ❖ The impact attenuation area shall be provided to a distance of at least 2000 mm beyond the required run-out section for type 1 and 1000mm beyond the end of the required run-out section of type 2. TEST REPORTS (SANS 51176-3: (5)) Test reports shall be in accordance with SANS 51176-1, clause 5, in addition to the following: a) Test reports regarding compliance with (SANS 51176-3:) b) Certification of conformity with the relevant requirements of SANS 51176-1: and (SANS 51176-3:) c) The number and date of the European standard. MARKING (SANS 51176-3: (6)) Slides shall be marked in accordance with (SANS 51176-1: clause 7) Markings shall be positioned on the side in a location that will be visible when erected on site.
CAROUSELS (SANS 51176-5:)	GENERAL REQUIREMENTS ❖ Maximum speed at periphery (outside edge) under reasonable use must not exceed 5 meters per second. A governor (Speed reduction mechanism) must be installed and set such that the speed is limited to not exceed this requirement. An accelerometer is used to test the speed. ❖ Children must be provided with a secure means of holding on. Where handgrips are provided, they should conform to the general recommendations for hand gripping components (Holding of the hand around the entire circumference of a support must be between 16-45mm). ❖ The axis of support of the carousel shall not be inclined at an angle of more than 5° from the vertical. ❖ Except for carousels of type "C" (Spinning mushrooms), the free height of fall shall be not more than 1 000 mm at any point. For type C carousels, the free height of fall shall be measured from the grip position minus 1 500 mm to the surface below. ❖ There must be no protrusions or obstacles within the free space, as this may cause significant injury when a user leaves the equipment at an uncontrolled speed and force. ❖ The free space towards the sides and above of the carousel is 2000 mm.

	❖ No entrapment or entanglement opportunities may exist on carousels. Forced movement may. Also note the specific requirements for various types as per the standards
OTHER	All equipment not specified in the standard will be subjected to detailed assessments by JCPZ to ensure that the equipment does not pose a risk to users.

IMPORTANT NOTES:

1. The onus is on the supplier / manufacturer to ensure that their products comply to the relevant SANS Standards.
2. **All equipment must be approved prior to installation. The contractor must provide the Health & Safety Specialist with images, pictures and the like prior to the order being placed to purchase the said equipment and installation taking place.**
3. JCPZ reserves the right to enforce compliance.
4. All installations will be subject to the JCPZ construction contractor management processes.

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