

OUR REF      RFQ 202128  
ENQUIRIES    Lethabo Nedondwe  
TELEPHONE    012 428 6044  
DATE          26 October 2026

**RFQ 202128: APPOINTMENT OF A SUITABLY QUALIFIED AND REGISTERED SERVICE PROVIDER TO PROVIDE PEST CONTROL SERVICES AT DESIGNATED SABS SITES FOR A PERIOD OF THIRTY-SIX (36) MONTHS**

**Dear Bidder**

The South African Bureau of Standards (SABS) hereby invites suitably qualified and experienced service provider to provide pest control services at designated sabs sites for a period of thirty-six (36) months.

The details of the service to be provided are provided below.

Please note the following:

- Scope of services specified on page 3
- Closing date specified on page 3
- SABS Procurement terms and conditions (accessed on the sabs website)
- **Bidders must submit the following documents with the quotations:**
  - National Treasury Central Supplier Database (CSD) registration report
  - A valid copy of BBBEE certificate/ Sworn Affidavit (to claim specific goals)
  - SBD 4 Bidders Disclosure Form
  - SBD 6.1 Preference points claim form in terms of the Preferential procurement Regulation 2022

**SOUTH AFRICAN BUREAU OF STANDARDS** – Established in terms of Section 2 of the Standards Act, 1945, as amended

**Gauteng Head Office**

1 Dr Lategan Road, Groenkloof  
Private Bag X191  
Pretoria, 0001  
**Tel** +27 (0) 12 428 7911  
**Fax** +27 (0) 12 344 1568

**West Coast Region**

Liesbeek Park Way, Rosebank  
PO Box 615, Rondebosch,  
Cape Town, 7701  
**Tel** +27 (0) 21 681 6700  
**Fax** +27 (0) 21 681 6701

**East Coast Region**

15 Garth Road,  
Waterfall Park  
PO Box 30087,  
Mayville, 4058  
**Tel** +27 (0) 31 203 2900  
**Fax** +27 (0) 31 203 2907

**1. Background**

The SABS is a statutory body established in term of Standards Act, 1945 (Act No. 24 of 1945) and continues to operate in terms of the Standards Act, 2008 (Act No. 8 of 2008) as the national standardization institution in South Africa, mandated to:

- develop, promote and maintain South African National Standards;
- promote quality in connection with commodities; and
- render conformity assessment services and matters connected therewith.

**2. Request for Quotation (RFQ)**

This RFQ serves as an invitation to submit a quotation **to provide pest control services at designated sabs sites for a period of thirty-six (36) months**, subject to General Conditions of the Contract (GCC)

The Bidder is requested to supply its quotation, in writing, by the date specified. Should the Bidder require any clarification, the clarification should be submitted by e-mail to the Procurement Specialist identified in this document.

By submitting a quotation in response to this RFQ or participating in this RFQ process, the Bidder accepts that it is subject to and bound by all the terms and conditions contained in this RFQ document.

**3. Confidentiality**

This document may not be used for any purpose by the Bidder other than for developing their response to it, and all reasonable efforts must be taken by the Bidder to ensure confidentiality of any information provided. This document and any other information of a confidential nature provided to the Bidder during the course of RFQ process are and will be covered by the non-disclosure agreement to be signed between the SABS and the Bidder.

**4. No Contract**

Bidders shall note that this RFQ does not commit the SABS to any course of action resulting from the receipt of quotations and the SABS may, at its discretion reject any submission which does not conform to instructions and specifications which are contained herein or select a Bidder based upon its own unique set of criteria. The SABS also reserves the right not to select a bidder.

Nothing in this document shall be construed as a contract between the SABS and the Bidder, and no communication, whether verbal or written, by the SABS personnel or agents during the course of this process shall create such a contract in respect of the requirements specified in this RFQ.

**5. No Obligation to Proceed**

The SABS reserves the right to discontinue the RFQ evaluation process at any time and will not be responsible for any losses incurred by the Bidder as a result of discontinuance of the RFQ process

#### 6. Validity of Proposals

The Bidder's quotation shall remain valid for a period of one hundred and twenty (120) days from the closing date. The SABS may at any time prior to the expiry of the bid validity period, extend the above validity period by sixty (60) days by written notice to the Bidders. In that event, the SABS will not require any consent from the Bidders, and bidders will not be required or permitted to amend any of their quotations.

The SABS retains the right, but is under no obligation, to request Bidders to extend the validity periods of their quotations, prior to expiry thereof, if it has already invoked the extension referred to above and it is in the SABS' interest to further extend the bid validity period. Such a request shall be in writing. The Bidder is not obliged to extend the validity period. Also, bidders will not be required or permitted to amend any of their quotations.

#### 7. Scope of Work

**Please refer to Annexure A**

**Evaluation Criteria please refer to Annexure A**

#### 8. Timelines

| MILESTONES                                                            | DATE AND E-MAIL ADDRESS                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Closing Date and Time<br><b>No late submissions will be accepted.</b> | <b>02 November 2026 at 11:00 am</b>                                                                                                                                                                                                       |
| Method of submission.                                                 | Responses should be submitted via email <b>ONLY</b><br><a href="mailto:Lethabo.nedondwe@sabs.co.za">Lethabo.nedondwe@sabs.co.za</a><br><b>It is the Bidder's responsibility to ensure that the quotation is received on time by SABS.</b> |

#### 9. Preference Points

Only Bidders who meet the specified requirements will be evaluated further on 80/20 preference points system of 2022. (Pricing and Specific Goal)

#### 10. Quotation

The quotation should but not limited to the following:

- Rate per person
- Transportation cost (If applicable)
- Disbursement
- Fixed price, Where foreign currencies are involved, bidders should make provision for forward cover.

**11. Contact information**

All enquiries regarding this RFQ must be e-mailed/directed to [Lethabo.Nedondwe@sabs.co.za](mailto:Lethabo.Nedondwe@sabs.co.za) and 012 428 6044. Bidders must not contact any other SABS' personnel regarding this RFQ, as it may lead to the Bidder's disqualification. Also note that any canvassing by Bidders/Suppliers regarding this RFQ will result in disqualification.

**12. Advance payment**

The SABS will not make an upfront or advance payment to a successful Bidder. Payment will only be made in accordance to the delivery of service or goods that will be agreed upon by the SABS and the successful Bidder.

**13. Responsibility for costs**

Under no circumstances shall the SABS be responsible for any of the Bidder's costs associated with the preparation and/or submission of its quotation, including any costs incurred by the Bidder prior to the signature, by both parties, of an agreement resulting from a successful bid.

**14. Bidder's contractual terms**

The SABS will not be bound by any legal or contractual terms as may be included in the Bidder's quotation, in response to this RFQ.

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

- 1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is listed in the Register for Tender Defaulters and/or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**
- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

| Full Name | Identity Number | Name of organ of state |
|-----------|-----------------|------------------------|
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |
|           |                 |                        |

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....  
.....

2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract?  
**YES/NO**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

| Supplier registration number (MAAA) | Status (active/inactive/deleted) |
|-------------------------------------|----------------------------------|
|                                     |                                  |
|                                     |                                  |
|                                     |                                  |
|                                     |                                  |
|                                     |                                  |

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

### 3 GENERAL DECLARATION

I, ....., the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the

intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....  
Signature

.....  
Date

.....  
Designation

.....  
Name of bidder

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

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

**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**

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

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

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

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

The maximum points for this tender are allocated as follows:

|       | POINTS |
|-------|--------|
| PRICE | 80     |

|                                                  |            |
|--------------------------------------------------|------------|
| <b>SPECIFIC GOALS</b>                            | <b>20</b>  |
| <b>Total points for Price and SPECIFIC GOALS</b> | <b>100</b> |

- 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**

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

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:

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

## 4. POINTS AWARDED FOR SPECIFIC GOALS

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

| Specific Goal                                             | The specific goals allocated points in terms of this tender | Number of points allocated (90/10 system)<br>(To be completed by the organ of state) | Number of points allocated (80/20 system)<br>(To be completed by the organ of state) | Number of points claimed (90/10 system)<br>(To be completed by the tenderer) | Number of points claimed (80/20 system)<br>(To be completed by the tenderer) |
|-----------------------------------------------------------|-------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| Persons historically disadvantaged on the basis of race   | 100% black ownership                                        |                                                                                      | 10                                                                                   |                                                                              |                                                                              |
|                                                           | 75% - 99% black ownership                                   |                                                                                      | 8                                                                                    |                                                                              |                                                                              |
|                                                           | 60% - 74% black ownership                                   |                                                                                      | 6                                                                                    |                                                                              |                                                                              |
|                                                           | 51% - 59% black ownership                                   |                                                                                      | 4                                                                                    |                                                                              |                                                                              |
|                                                           | 0% - 25% black ownership                                    |                                                                                      | 2                                                                                    |                                                                              |                                                                              |
|                                                           | 0% black ownership                                          |                                                                                      | 0                                                                                    |                                                                              |                                                                              |
| Persons historically disadvantaged on the basis of gender | 100% black women ownership                                  |                                                                                      | 6                                                                                    |                                                                              |                                                                              |
|                                                           | 51% - 99% black women ownership                             |                                                                                      | 4                                                                                    |                                                                              |                                                                              |
|                                                           | 30% - 50% black women ownership                             |                                                                                      | 2                                                                                    |                                                                              |                                                                              |

|                                                               |                                                     |  |   |  |  |
|---------------------------------------------------------------|-----------------------------------------------------|--|---|--|--|
|                                                               | 0% black women ownership                            |  | 0 |  |  |
| Persons historically disadvantaged on the basis of disability | 100% owned by persons living with disabilities      |  | 4 |  |  |
|                                                               | 51% - 99% owned by persons living with disabilities |  | 2 |  |  |
|                                                               | 0% - 50% owned by persons living with disabilities  |  | 0 |  |  |

## DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company.....

4.5. registration number: .....

4.6. 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]

4.7. 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.

|                          |                                             |
|--------------------------|---------------------------------------------|
|                          | .....<br><b>SIGNATURE(S) OF TENDERER(S)</b> |
| <b>SURNAME AND NAME:</b> | .....                                       |
| <b>DATE:</b>             | .....                                       |
| <b>ADDRESS:</b>          | .....<br>.....<br>.....<br>.....            |

## Contents

|                                                                           |    |
|---------------------------------------------------------------------------|----|
| 1. SCOPE OF WORK .....                                                    | 3  |
| 2. SERVICE LOCATIONS .....                                                | 3  |
| 3. GENERAL SCOPE OF SERVICES .....                                        | 3  |
| 3.1. Integrated Pest Management Services .....                            | 3  |
| 3.2. Service Provider Responsibilities.....                               | 4  |
| 3.3. Pest Control Equipment and Devices.....                              | 4  |
| 3.4. Chemicals and Treatment Products.....                                | 4  |
| 3.5. Service Frequencies .....                                            | 4  |
| 3.6. Personnel Requirements.....                                          | 5  |
| 3.7. Service Scheduling.....                                              | 5  |
| 3.8. Specialised Snake Control Treatment .....                            | 5  |
| 3.9. Health, Safety and Environmental Requirements .....                  | 5  |
| 3.10. Animals on SABS Premises (Applicable to Groenkloof and NETFA) ..... | 6  |
| 3.11. Liability and Insurance .....                                       | 6  |
| 4. DOCUMENTATION, REPORTING AND COMPLIANCE.....                           | 6  |
| 4.1. Service Reports .....                                                | 6  |
| 4.2. Monthly Reporting .....                                              | 7  |
| 4.3. Quarterly Reporting .....                                            | 7  |
| 4.4. Registers and Records .....                                          | 8  |
| 4.5. Chemical Compliance .....                                            | 8  |
| 5. SITE-SPECIFIC REQUIREMENTS.....                                        | 9  |
| 5.1. STANDARD MONTHLY PEST CONTROL SERVICES .....                         | 9  |
| 5.1.1. Cape Town, Durban, East London, Secunda and Richards Bay.....      | 9  |
| 5.1.2. Groenkloof, Pharmaceutical Laboratory and Netfa .....              | 10 |
| 5.2. SABS PHARMACEUTICAL LABORATORY (GROENKLOOF) .....                    | 11 |
| 5.2.2. Rodent Control .....                                               | 11 |
| 5.2.3. Cockroaches, Ants and Other Crawling Insects.....                  | 11 |
| 5.2.4. Chemical Management and Approval .....                             | 12 |
| 5.2.5. Documentation and Compliance.....                                  | 12 |
| 6. SERVICE SCHEDULE .....                                                 | 12 |
| 7. AD HOC SERVICES .....                                                  | 12 |

---

|      |                                                             |    |
|------|-------------------------------------------------------------|----|
| 8.   | PRICING SCHEDULE .....                                      | 13 |
| 8.1. | SABS Groenkloof (Excluding Pharmaceutical Laboratory) ..... | 13 |
| 8.2. | SABS Groenkloof - Pharmaceutical Laboratory .....           | 14 |
| 8.3. | Olifantsfontein (NETFA).....                                | 14 |
| 8.4. | Secunda.....                                                | 15 |
| 8.5. | Durban.....                                                 | 16 |
| 8.6. | East London .....                                           | 16 |
| 8.7. | Cape Town .....                                             | 17 |
| 8.8. | Richards Bay .....                                          | 18 |
| 9.   | Consolidated Price schedule per annum for all sites.....    | 18 |

---

## **PROJECT PROCUREMENT: FACILITIES**

### **PRODUCT TECHNICAL SPECIFICATION/ SCOPE OF WORK**

---

#### **1. SCOPE OF WORK**

- 1.1. The South African Bureau of Standards (SABS) seeks to appoint a suitably qualified and registered Service Provider to provide pest control services at designated SABS sites for a period of thirty-six (36) months, ensuring effective pest management and a safe, hygienic, and pest-free environment.
- 1.2. The Service Provider shall provide all labour, supervision, equipment, materials, chemicals, and reporting necessary to deliver the services in accordance with Integrated Pest Management (IPM) principles and all applicable legislative and regulatory requirements.

#### **2. SERVICE LOCATIONS**

The Services shall be rendered at the following SABS sites:

- 2.1. 1 Dr Lategan Road, Groenkloof, Pretoria
- 2.2. 43rd Street, Olifantsfontein (NETFA)
- 2.3. 5 & 8 Bunsen Street, Secunda
- 2.4. 15 Garth Road, Waterval, Durban
- 2.5. 1 & 1A Teichmann Place, Sunnyridge, East London
- 2.6. 20 Liesbeek Parkway, Rosebank, Cape Town
- 2.7. SABS Offices, Richards Bay
- 2.8. SABS reserves the right to add or remove sites during the term of the Agreement, subject to mutual agreement between the Parties.

#### **3. GENERAL SCOPE OF SERVICES**

##### **3.1. Integrated Pest Management Services**

- 3.1.1. The Service Provider shall provide a comprehensive Integrated Pest Management (IPM) service at all SABS sites.
- 3.1.2. The Services shall include, but not be limited to, the monitoring, control, treatment, prevention and eradication of:
- 3.1.3. Pest Species Covered
  - Rodents (rats and mice);
  - Cockroaches;
  - Ants;
  - Flies and other flying insects;
  - Mosquitoes;

- Ticks;
  - Crawling insects;
  - Bees and wasps;
  - Bats; and
  - Any other pest species that may pose a risk to SABS facilities, personnel, operations, products or visitors.
- 

### **3.2. Service Provider Responsibilities**

- 3.2.1. The Service Provider shall, at its own cost, provide all labour, equipment, materials, chemicals, consumables, transport and supervision necessary for the effective delivery of the Services.
- 

### **3.3. Pest Control Equipment and Devices**

- 3.3.1. The Service Provider shall provide, install, maintain, monitor, service and replace, where necessary, all pest control equipment required for effective pest management at each site, including rodent bait stations, insect monitoring and control devices, fly-catching units, light traps and any other devices identified through site-specific risk assessments.
- 3.3.2. All pest control equipment, including bait stations, traps and monitoring devices, shall be clearly identified, secured against unauthorised access, mapped, recorded in the relevant site registers and inspected, cleaned, serviced, maintained and replenished during scheduled service visits, or more frequently where pest activity requires additional treatment. Any defects identified shall be promptly rectified.
- 3.3.3. The Service Provider shall recommend and implement additional pest control devices or measures where pest activity, changes in site conditions or risk assessments indicate that enhanced control is required.
- 

### **3.4. Chemicals and Treatment Products**

- 3.4.1. All pesticides, rodenticides, repellents and other treatment products used shall be legally registered for use in South Africa and applied in accordance with applicable legislation, manufacturer specifications and industry best practices.
- 3.4.2. Safety Data Sheets (SDS/MSDS) for all chemicals and treatment products used shall be available and provided to SABS upon request.
- 

### **3.5. Service Frequencies**

- 3.5.1. Unless otherwise specified under the Unique Requirements applicable to a site, all Common Services shall be rendered on a monthly basis.
- 3.5.2. Additional service frequencies applicable to specific sites shall include:
- Bi-monthly servicing of designated areas;

- Weekly monitoring, servicing and replacement of pest control devices in designated high-risk areas;
- Quarterly snake-control treatment at designated sites; and
- Ad hoc pest control services and emergency call-outs as required by SABS.

---

### **3.6. Personnel Requirements**

- 3.6.1. The Service Provider shall provide suitably qualified, trained and registered personnel to perform the Services.
- 3.6.2. All technicians performing the Services shall possess the necessary registrations, permits, certifications and training required by applicable legislation.
- 3.6.3. Proof of registration, certification and training shall be provided to SABS upon request.

---

### **3.7. Service Scheduling**

- 3.7.1. The Service Provider shall maintain a service schedule and coordinate all visits with the designated SABS representative.

---

### **3.8. Specialised Snake Control Treatment**

- 3.8.1. The Service Provider shall provide quarterly perimeter snake-control treatment at the Groenkloof, NETFA and East London sites, and at any additional sites identified by SABS during the term of the Agreement.
- 3.8.2. The cost of such treatment shall be included in the fixed monthly contract price for the applicable site.

---

### **3.9. Health, Safety and Environmental Requirements**

- 3.9.1. The Service Provider shall ensure that all Services are performed in accordance with applicable health, safety and environmental legislation and industry best practices.
- 3.9.2. The Service Provider shall ensure that all personnel utilise appropriate Personal Protective Equipment (PPE) when performing the Services.
- 3.9.3. The Service Provider shall ensure that all chemicals and treatment products are applied strictly in accordance with manufacturer specifications, applicable legislation and approved treatment methods.
- 3.9.4. The Service Provider shall maintain a suitably stocked First Aid Kit whilst rendering Services on SABS premises.
- 3.9.5. The Service Provider shall utilise environmentally responsible products and treatment methods wherever reasonably practicable.
- 3.9.6. The Service Provider shall ensure that products and treatment methods used do not pose undue risk to employees, visitors, contractors, animals, wildlife, laboratory activities, test samples or the environment.

---

### **3.10. Animals on SABS Premises (Applicable to Groenkloof and NETFA)**

- 3.10.1. The Service Provider shall conduct all pest control activities in a manner that minimises risks to wildlife, domestic animals, guard dogs and any other animals present on SABS premises. The presence of animals, including guard dogs and kennel operations at the NETFA site, shall be taken into account when selecting pest control products, treatment methods and the placement of pest control devices.
- 3.10.2. Products and treatment methods used in or near animal areas shall be suitable for such environments and shall not pose an undue risk to animal health or welfare.
- 3.10.3. The Service Provider shall remove and dispose of any dead rodents or other pests in accordance with applicable legislation and industry best practices.
- 3.10.4. Any incident involving the suspected exposure, injury or death of an animal arising from pest control activities shall be reported to SABS immediately. A written incident report detailing the circumstances, corrective actions and preventative measures shall be submitted within two (2) working days.

---

### **3.11. Liability and Insurance**

- 3.11.1. The Service Provider shall be responsible for any loss, damage, injury or incident arising from its activities, personnel, equipment or materials whilst rendering the Services.
- 3.11.2. The Service Provider shall take all reasonable precautions to prevent injury to persons and damage to property while rendering the Services.
- 3.11.3. The Service Provider shall maintain Public Liability Insurance with a minimum cover of **R5 million** for the duration of the Agreement.
- 3.11.4. Proof of Public Liability Insurance shall be submitted to SABS upon request and whenever the policy is renewed or amended.

---

## **4. DOCUMENTATION, REPORTING AND COMPLIANCE**

### **4.1. Service Reports**

- 4.1.1. The Service Provider shall submit a Service Report after each scheduled and ad hoc service visit. The report shall be submitted to the designated SABS representative within two (2) working days of the service being performed.
- 4.1.2. The Service Report shall include, as a minimum:
  - Site serviced;
  - Date and time of service;
  - Areas inspected and treated;
  - Pest activity identified;
  - Corrective actions taken;
  - Products and quantities used;
  - Condition of pest control devices;

- Recommendations for corrective actions; and
  - Name and signature of the technician.
  - Record Ownership
- 4.1.3. All records generated in terms of this Agreement shall remain the property of SABS and shall be handed over upon request or upon termination of the Agreement.
- 

### **4.2. Monthly Reporting**

- 4.2.1. The Service Provider shall submit a monthly report for each SABS site by the fifth (5th) working day of the following month. The report shall include:
- Services rendered;
  - Pest activity and infestations identified;
  - Status of bait stations, traps and monitoring devices;
  - Chemicals used;
  - Outstanding corrective actions; and
  - Recommendations, where applicable.
- 

### **4.3. Quarterly Reporting**

- 4.3.1. The Service Provider shall submit a quarterly performance report covering all SABS sites, including:
- Analysis of pest activity trends and recurring infestations;
  - Status of corrective actions and pest control equipment;
  - Significant pest control interventions undertaken during the quarter; and
  - Recommendations for improving pest management effectiveness.
-

#### **4.4. Registers and Records**

- 4.4.1. The Service Provider shall establish and maintain the following records at each site:
- Pest Sighting Register;
  - Bait Station Register;
  - Pest Control Device Register;
  - Chemical Usage Register;
  - Service Reports; and
  - Site Layout indicating the location of all pest control equipment.
  - These records shall be available for inspection by SABS at any time.
- 

#### **4.5. Chemical Compliance**

- 4.5.1. The Service Provider shall maintain current Safety Data Sheets (SDS/MSDS) for all products used under this Agreement and shall provide copies to SABS upon request.
- 4.5.2. Replacement or alternative chemicals shall not be introduced without prior written approval from SABS where such approval is required by the site-specific requirements.
- 4.5.3. Where approval is required, the Service Provider shall submit the relevant product information, registration details and SDS/MSDS documentation to SABS prior to implementation.
-

## 5. SITE-SPECIFIC REQUIREMENTS

### 5.1. STANDARD MONTHLY PEST CONTROL SERVICES

#### 5.1.1. Cape Town, Durban, East London, Secunda and Richards Bay

| Site                                                                                               | Areas to be Serviced                                                                                                                                                                                                                                          | Unique Requirements                                                                                                                                                              | Common Services                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cape Town<br>(Approx.<br>2 119 m <sup>2</sup> )                                                    | Offices<br>Laboratories<br>Storerooms<br>Standards Library<br>Boardrooms<br>Common areas<br>Passages;<br>Staircases<br>Double garages<br>External drains<br>Kitchens<br>Training rooms;<br>Toilets<br>Guard house;<br>Garden areas;<br>Waste area<br>Carports | <ul style="list-style-type: none"> <li>• External drainage systems</li> <li>• garden areas</li> <li>• multiple specialised laboratory environments</li> </ul>                    | <p>Monthly pest control services;</p> <ul style="list-style-type: none"> <li>• monitoring and treatment of               <ul style="list-style-type: none"> <li>○ rodents,</li> <li>○ cockroaches,</li> <li>○ ants,</li> <li>○ flies</li> <li>○ and crawling insects;</li> </ul> </li> <li>• servicing of pest control devices</li> <li>• preventative and corrective treatments;</li> <li>• reporting and record keeping</li> <li>• waste area monitoring</li> </ul> |
| Durban<br>(Approx<br>2 497 m <sup>2</sup> )                                                        | Offices<br>Laboratories<br>Guard houses<br>Change rooms<br>Kitchens<br>Eating areas<br>Waste area                                                                                                                                                             | <ul style="list-style-type: none"> <li>• Geckos specifically included</li> <li>• existing pest control devices to be assessed and maintained where appropriate</li> </ul>        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| East London<br>(Approx.<br>4 244 m <sup>2</sup> )                                                  | Offices<br>Laboratories<br>Guard houses<br>Change rooms<br>Kitchens<br>Eating areas<br>Waste area                                                                                                                                                             | <ul style="list-style-type: none"> <li>• Ticks and bats specifically included</li> <li>• quarterly snake-control treatment covering approximately 3 000 m<sup>2</sup></li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Richards Bay<br>(Approx.<br>625 m <sup>2</sup> )<br><br>Secunda<br>(Approx<br>1046m <sup>2</sup> ) | Offices<br>Laboratories<br>Guard houses<br>Change rooms<br>Kitchens<br>Eating areas<br>Waste area<br>Carports                                                                                                                                                 | No significant site-specific requirements identified                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

### 5.1.2. Groenkloof, Pharmaceutical Laboratory and Netfa

| Site                                                                                | Areas to be Serviced                                                                                                                                                                                                                                                                          | Unique Requirements                                                                                                                                                                                                                                                                                                 | Common Services                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Groenkloof<br>(Excl. Pharmaceutical Laboratory)<br>Approx (152,973 m <sup>2</sup> ) | Pavilion<br>Offices<br>Laboratories (exc. Pharmaceutical Laboratory)<br>Plant rooms<br>Service shafts;<br>Canteen/Cafeteria;<br>Kitchens and dining areas<br>Coffee shop;<br>Storerooms<br>Eating areas<br>Change rooms<br>Workshops<br>Guard houses<br>Waste management area<br>Tunnel areas | <ul style="list-style-type: none"> <li>Tunnel areas serviced bi-monthly</li> <li>Enhanced waste area monitoring</li> <li>Quarterly snake-control treatment along George Storrar and Leyds Street boundary areas (approx. 3 000 m<sup>2</sup>)</li> </ul>                                                            | <p>Monthly pest control services;</p> <ul style="list-style-type: none"> <li>monitoring and treatment of: <ul style="list-style-type: none"> <li>rodents,</li> <li>cockroaches,</li> <li>ants,</li> <li>flies</li> <li>and crawling insects;</li> </ul> </li> <li>servicing of pest control devices;</li> <li>preventative and corrective treatments;</li> <li>reporting and record keeping;</li> <li>waste area monitoring</li> </ul> |
| Pharmaceutical Laboratory<br>(Groenkloof)<br>(Approx. 414 m <sup>2</sup> )          | Testing and laboratory areas<br>Sample preparation areas<br>Storage areas<br>Offices within the laboratory<br>Utility and support areas                                                                                                                                                       | <ul style="list-style-type: none"> <li>GMP-compliant pest control programme</li> <li>tamper-resistant bait station inspections</li> <li>SABS approval required for chemical products</li> <li>trend analysis</li> <li>SANAS/ISO/regulatory audit support</li> <li>specialised documentation requirements</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| NETFA (Approx. 8 111 m <sup>2</sup> )                                               | Offices<br>Laboratories<br>Storerooms<br>Change rooms<br>Eating areas<br>Plant rooms<br>Guard houses<br>Carports<br>Waste area<br>Dog kennels                                                                                                                                                 | <ul style="list-style-type: none"> <li>Adjacent to game reserve</li> <li>enhanced fly-control programme</li> <li>special attention to dog kennels</li> <li>products must be safe around animals</li> <li>quarterly snake-control treatment along high-risk perimeter areas (approx. 3 000 m<sup>2</sup>)</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                        |

**5.2. SABS PHARMACEUTICAL LABORATORY (GROENKLOOF)**

- 5.2.1.1. The Service Provider shall provide specialised pest control services for the SABS Pharmaceutical Laboratory (approximately 414 m<sup>2</sup>) in accordance with applicable legislation, Good Manufacturing Practice (GMP) principles, laboratory requirements, industry best practices and SABS quality management requirements.
- 5.2.1.2. The pest control programme implemented within the Pharmaceutical Laboratory shall minimise the risk of contamination to laboratory operations, equipment, test samples and products, while ensuring effective pest prevention, monitoring and control.

**5.2.2. Rodent Control**

- 5.2.2.1. The Service Provider shall implement a rodent control programme suitable for a pharmaceutical environment.
- 5.2.2.2. During each inspection:
  - 5.2.2.2.1. All tamper-resistant bait stations shall be opened, inspected, cleaned, dated and initialled;
  - 5.2.2.2.2. Bait stations shall be checked for signs of infestation, damage, tampering or deterioration;
  - 5.2.2.2.3. Any evidence of rodent activity shall be recorded in the Pest Control Treatment Report;
  - 5.2.2.2.4. Bait stations shall be maintained in a clean and serviceable condition at all times.
  - 5.2.2.2.5. The Service Provider shall use rodenticide products that are legally registered for use in South Africa and suitable for use in pharmaceutical laboratory environments.
  - 5.2.2.2.6. Products equivalent to the following may be used, subject to prior written approval by SABS:
    - 5.2.2.2.7. Finale Wax Blocks (Difethialone 0.25%);
    - 5.2.2.2.8. Racumin Block (Coumatetralyl 0.375%); or
    - 5.2.2.2.9. Other equivalent approved products.
  - 5.2.2.2.10. The relevant Safety Data Sheets (SDS/MSDS) shall be submitted to SABS for approval prior to implementation.

**5.2.3. Cockroaches, Ants and Other Crawling Insects**

- 5.2.3.1. The Service Provider shall implement an insect control programme designed to effectively control cockroaches, ants and other crawling insects while minimising contamination risks.
- 5.2.3.2. Only products suitable for use within pharmaceutical laboratory environments shall be utilised.
- 5.2.3.3. Products equivalent to the following may be used, subject to prior written approval by SABS:
  - PCO Flushing Agent (Pyrethrins);
  - Super Crackdown FC (Deltamethrin 2.5%);
  - Maxforce Gel (Hydramethylnon); or
  - Other equivalent approved products.
- 5.2.3.4. The relevant Safety Data Sheets (SDS/MSDS) shall be submitted to SABS for approval prior to implementation.

- 5.2.3.5. All treatments performed shall be recorded in the Pest Control Treatment Report.

**5.2.4. Chemical Management and Approval**

- 5.2.4.1. All pesticides, insecticides, rodenticides and other treatment products utilised within the Pharmaceutical Laboratory shall:
- 5.2.4.1.1. Be registered and approved for use in South Africa;
  - 5.2.4.1.2. Be used strictly in accordance with manufacturer instructions and applicable legislation;
  - 5.2.4.1.3. Be accompanied by current Safety Data Sheets (SDS/MSDS);
  - 5.2.4.1.4. Be approved by SABS prior to first use; and
  - 5.2.4.1.5. Not be substituted or changed without prior written approval from SABS.

**5.2.5. Documentation and Compliance**

- 5.2.5.1. In addition to the general documentation, reporting and compliance requirements contained elsewhere in this specification, the Service Provider shall:
- 5.2.5.1.1. Maintain a Pest Sighting Register;
  - 5.2.5.1.2. Maintain Pest Control Treatment Reports;
  - 5.2.5.1.3. Maintain a Bait Station Register;
  - 5.2.5.1.4. Maintain a site layout indicating the location and identification number of all pest control devices;
  - 5.2.5.1.5. Ensure all pest control documentation is updated at every service visit;
  - 5.2.5.1.6. Perform trend analysis of pest activity;
  - 5.2.5.1.7. Provide corrective and preventative action recommendations where recurring pest activity is identified;
  - 5.2.5.1.8. Maintain records in a format suitable for GMP, SANAS, ISO and regulatory audits; and
  - 5.2.5.1.9. Make all records available to SABS during inspections, audits and assessments.
- 

**6. SERVICE SCHEDULE**

- 6.1. The Service Provider shall submit a service schedule to SABS within thirty (30) days of contract commencement and shall update such schedule as required throughout the duration of the Agreement.
- 6.2. All service visits shall be coordinated with the designated SABS representative.
- 

**7. AD HOC SERVICES**

- 7.1.1. The Service Provider shall provide specialist pest control services on an ad hoc basis as and when required by SABS. These services shall be rendered only upon receipt of an official purchase order issued by SABS.
- 7.1.2. Ad hoc services may include, but are not limited to:
- Snake removal;

## SCOPE OF WORK: SABS PEST CONTROL

- Bee removal;
- Wasp removal;
- Bat removal;
- Pigeon removal and clean-up; and
- Any other specialist pest control services not included in the routine monthly services.

### 7.1.3. Pricing Schedule – Ad Hoc Services

| No. | Description                                           | Cost |
|-----|-------------------------------------------------------|------|
| 1   | Rate for call-out and removal of snakes               |      |
| 2   | Rate for call-out and removal of wasps                |      |
| 3   | Rate for call-out and removal of bees                 |      |
| 4   | Rate for call-out and removal of bats                 |      |
| 5   | Rate for call-out, clean-up and removal of pigeons    |      |
| 6   | Additional specialist pest control services (specify) |      |

## 8. PRICING SCHEDULE

### 8.1. SABS Groenkloof (Excluding Pharmaceutical Laboratory)

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

### Deployment Plan

| Item                                 | Quantity Proposed | Included in Monthly Price (Y/N) |
|--------------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations                 |                   |                                 |
| Fly-Control Devices                  |                   |                                 |
| Light Traps                          |                   |                                 |
| Insect Monitoring Devices            |                   |                                 |
| Monitoring Stations                  |                   |                                 |
| Tunnel Area Pest Control Measures    |                   |                                 |
| Waste Area Pest Control Measures     |                   |                                 |
| Quarterly Snake-Control Measures     |                   |                                 |
| Chemicals and Consumables            |                   |                                 |
| Other Pest Control Devices (Specify) |                   |                                 |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively

## SCOPE OF WORK: SABS PEST CONTROL

perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

### 8.2. SABS Groenkloof - Pharmaceutical Laboratory

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

#### Deployment Plan

| Item                                 | Quantity Proposed | Included in Monthly Price (Y/N) |
|--------------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations                 |                   |                                 |
| Fly-Control Devices                  |                   |                                 |
| Light Traps                          |                   |                                 |
| Insect Monitoring Devices            |                   |                                 |
| Monitoring Stations                  |                   |                                 |
| Tunnel Area Pest Control Measures    |                   |                                 |
| Waste Area Pest Control Measures     |                   |                                 |
| Quarterly Snake-Control Measures     |                   |                                 |
| Chemicals and Consumables            |                   |                                 |
| Other Pest Control Devices (Specify) |                   |                                 |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

### 8.3. Olifantsfontein (NETFA)

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

## SCOPE OF WORK: SABS PEST CONTROL

### Deployment Plan

| Item                                 | Quantity Proposed | Included in Monthly Price (Y/N) |
|--------------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations                 |                   |                                 |
| Fly-Control Devices                  |                   |                                 |
| Light Traps                          |                   |                                 |
| Insect Monitoring Devices            |                   |                                 |
| Monitoring Stations                  |                   |                                 |
| Tunnel Area Pest Control Measures    |                   |                                 |
| Waste Area Pest Control Measures     |                   |                                 |
| Quarterly Snake-Control Measures     |                   |                                 |
| Chemicals and Consumables            |                   |                                 |
| Other Pest Control Devices (Specify) |                   |                                 |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

### 8.4. Secunda

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

### Deployment Plan

| Item                                 | Quantity Proposed | Included in Monthly Price (Y/N) |
|--------------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations                 |                   |                                 |
| Fly-Control Devices                  |                   |                                 |
| Light Traps                          |                   |                                 |
| Insect Monitoring Devices            |                   |                                 |
| Monitoring Stations                  |                   |                                 |
| Tunnel Area Pest Control Measures    |                   |                                 |
| Waste Area Pest Control Measures     |                   |                                 |
| Quarterly Snake-Control Measures     |                   |                                 |
| Chemicals and Consumables            |                   |                                 |
| Other Pest Control Devices (Specify) |                   |                                 |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

## SCOPE OF WORK: SABS PEST CONTROL

### 8.5. Durban

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

#### Deployment Plan

| Item                                 | Quantity Proposed | Included in Monthly Price (Y/N) |
|--------------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations                 |                   |                                 |
| Fly-Control Devices                  |                   |                                 |
| Light Traps                          |                   |                                 |
| Insect Monitoring Devices            |                   |                                 |
| Monitoring Stations                  |                   |                                 |
| Tunnel Area Pest Control Measures    |                   |                                 |
| Waste Area Pest Control Measures     |                   |                                 |
| Quarterly Snake-Control Measures     |                   |                                 |
| Chemicals and Consumables            |                   |                                 |
| Other Pest Control Devices (Specify) |                   |                                 |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

### 8.6. East London

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

#### Deployment Plan

| Item                              | Quantity Proposed | Included in Monthly Price (Y/N) |
|-----------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations              |                   |                                 |
| Fly-Control Devices               |                   |                                 |
| Light Traps                       |                   |                                 |
| Insect Monitoring Devices         |                   |                                 |
| Monitoring Stations               |                   |                                 |
| Tunnel Area Pest Control Measures |                   |                                 |
| Waste Area Pest Control Measures  |                   |                                 |

## SCOPE OF WORK: SABS PEST CONTROL

|                                      |  |  |
|--------------------------------------|--|--|
| Quarterly Snake-Control Measures     |  |  |
| Chemicals and Consumables            |  |  |
| Other Pest Control Devices (Specify) |  |  |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

### 8.7. Cape Town

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

#### Deployment Plan

| Item                                 | Quantity Proposed | Included in Monthly Price (Y/N) |
|--------------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations                 |                   |                                 |
| Fly-Control Devices                  |                   |                                 |
| Light Traps                          |                   |                                 |
| Insect Monitoring Devices            |                   |                                 |
| Monitoring Stations                  |                   |                                 |
| Tunnel Area Pest Control Measures    |                   |                                 |
| Waste Area Pest Control Measures     |                   |                                 |
| Quarterly Snake-Control Measures     |                   |                                 |
| Chemicals and Consumables            |                   |                                 |
| Other Pest Control Devices (Specify) |                   |                                 |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

### 8.8. Richards Bay

| Description                                                                                                                                                                                                                                              | Unit      | Cost per Month (R) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Comprehensive Pest Control Service for SABS Groenkloof (Excluding Pharmaceutical Laboratory), including labour, supervision, equipment, chemicals, consumables, reporting, waste area monitoring, tunnel servicing and quarterly snake-control treatment | Per Month |                    |
| VAT (15%)                                                                                                                                                                                                                                                |           |                    |
| <b>Total Monthly Cost</b>                                                                                                                                                                                                                                |           |                    |

### Deployment Plan

| Item                                 | Quantity Proposed | Included in Monthly Price (Y/N) |
|--------------------------------------|-------------------|---------------------------------|
| Rodent Bait Stations                 |                   |                                 |
| Fly-Control Devices                  |                   |                                 |
| Light Traps                          |                   |                                 |
| Insect Monitoring Devices            |                   |                                 |
| Monitoring Stations                  |                   |                                 |
| Tunnel Area Pest Control Measures    |                   |                                 |
| Waste Area Pest Control Measures     |                   |                                 |
| Quarterly Snake-Control Measures     |                   |                                 |
| Chemicals and Consumables            |                   |                                 |
| Other Pest Control Devices (Specify) |                   |                                 |

The quantities indicated by the bidder are provided for information and evaluation purposes. The Service Provider shall remain responsible for providing and maintaining sufficient pest control devices to effectively perform the Services in accordance with this specification and the approved pest control programme, at no additional cost to SABS, except where there is a material change to the scope of work or a site is added to the Agreement.

## 9. Consolidated Price schedule per annum for all sites

| Area               | Frequency        | Cost per month | Cost per year 1 | Cost per year 2 + CPI | Cost per year 3 + CPI |
|--------------------|------------------|----------------|-----------------|-----------------------|-----------------------|
| Groenkloof         | Monthly          | R              | R               | R                     | R                     |
| NETFA              | Monthly          | R              | R               | R                     | R                     |
| Pharmaceutical Lab | Monthly          | R              | R               | R                     | R                     |
| Cape Town          | Monthly          | R              | R               | R                     | R                     |
| East London        | Monthly          | R              | R               | R                     | R                     |
| Secunda            | Monthly          | R              | R               | R                     | R                     |
| Durban             | Monthly          | R              | R               | R                     | R                     |
| Richards Bay       | Monthly          |                |                 |                       |                       |
|                    | <b>Sub Total</b> | <b>R</b>       | R               | R                     | R                     |
|                    | <b>VAT</b>       | <b>R</b>       | R               | R                     | R                     |

|  |                    |          |          |          |          |
|--|--------------------|----------|----------|----------|----------|
|  | <b>Grand Total</b> | <b>R</b> | <b>R</b> | <b>R</b> | <b>R</b> |
|--|--------------------|----------|----------|----------|----------|

## 10. EVALUATION CRITERIA

### Mandatory

| No. | Requirement                                                                     | Evidence Required                                                                     | Yes/No |
|-----|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|--------|
| 1   | Registration and authorisation to provide pest control services in South Africa | A valid PCO registration certificate issued by the Department of Agriculture (DALRRD) |        |
| 2   | Public Liability Insurance with a minimum cover of R5 million                   | Valid insurance certificate                                                           |        |
|     |                                                                                 |                                                                                       |        |

### Functional requirements

| 1. Relevant Experience in Similar Environments                                                                                                                                                                                                |       |    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|----|
| Functional Requirement                                                                                                                                                                                                                        | Score | 40 |
| Reference letters demonstrating experience in providing pest control services to laboratory, industrial, commercial or similar facilities. Reference letters must be on the client's letterhead and include contact details for verification. |       |    |
| One (1) reference letter for a similar environment                                                                                                                                                                                            | 1     |    |
| Two (2) reference letters for similar environments                                                                                                                                                                                            | 2     |    |
| Three (3) reference letters for similar environments                                                                                                                                                                                          | 3     |    |
| Four (4) reference letters, including at least one laboratory, testing, manufacturing or specialised facility                                                                                                                                 | 4     |    |
| Five (5) or more reference letters, including laboratory, pharmaceutical, food preparation, animal facility, government, SOE or multi-site environments                                                                                       | 5     |    |
| 2. Qualifications and Experience of Key Personnel                                                                                                                                                                                             |       |    |
| 2.1 CONTRACT MANAGER/SUPERVISOR                                                                                                                                                                                                               |       |    |
| Functional Requirement                                                                                                                                                                                                                        | Score | 20 |
| The bidder must submit the CV, qualifications and experience of the proposed Contract Manager / Supervisor who will be responsible for the management of the SABS contract.                                                                   |       |    |
| Less than 1 year relevant experience                                                                                                                                                                                                          | 1     |    |
| Less than 2 years' relevant experience                                                                                                                                                                                                        | 2     |    |
| 2 - 3 years' relevant experience                                                                                                                                                                                                              | 3     |    |
| >3 - 5 years' relevant experience                                                                                                                                                                                                             | 4     |    |

|                                                                                                                                                                                                                                                                                                                                                                                                          |       |    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|----|
| >5 - 8 years' relevant experience                                                                                                                                                                                                                                                                                                                                                                        | 5     |    |
|                                                                                                                                                                                                                                                                                                                                                                                                          |       |    |
| <b>2.2 PEST CONTROL OFFICERS PER SITE</b>                                                                                                                                                                                                                                                                                                                                                                |       |    |
| Functional Requirement                                                                                                                                                                                                                                                                                                                                                                                   | Score | 20 |
| A resource allocation schedule indicating the technician(s) assigned to each SABS site, together with CVs, qualifications and proof of registration as Pest Control Operators for all proposed technicians.                                                                                                                                                                                              |       |    |
| No site allocation schedule submitted and/or no CVs submitted                                                                                                                                                                                                                                                                                                                                            | 1     |    |
| Site allocation schedule submitted, but supporting CVs, qualifications and proof of Pest Control Operator registration for the proposed technicians are incomplete or missing                                                                                                                                                                                                                            | 2     |    |
| Site allocation schedule submitted for all sites with CVs, qualifications and proof of Pest Control Operator registration for all proposed technicians                                                                                                                                                                                                                                                   | 3     |    |
| Site allocation schedule submitted for all sites with CVs, qualifications and proof of Pest Control Operator registration for all proposed technicians, and at least 50% of the proposed technicians have more than 5 years' relevant pest control experience                                                                                                                                            | 4     |    |
| Site allocation schedule submitted for all sites with CVs, qualifications and proof of Pest Control Operator registration for all proposed technicians, and all proposed technicians have more than 5 years' relevant pest control experience, including experience in laboratory, industrial or specialised environments                                                                                | 5     |    |
| <b>3. Reporting, Monitoring and Record Keeping</b>                                                                                                                                                                                                                                                                                                                                                       |       | 10 |
| Functional Requirement                                                                                                                                                                                                                                                                                                                                                                                   | Score |    |
| The bidder must provide examples of sample reports, registers and monitoring records.<br>1.) Sample Service Report;<br>2.) Pest Sighting Register;<br>3.) Bait Station Register;<br>4.) Pest Control Device Register;<br>5.) Chemical Usage Register;<br>6.) Site Layout/Device Mapping Register;<br>7.) Trend Analysis Report (where applicable);<br>8.) Corrective Action Register (where applicable). |       |    |
| No sample reports or registers submitted                                                                                                                                                                                                                                                                                                                                                                 | 0     |    |
| Sample report submitted only (1 only)                                                                                                                                                                                                                                                                                                                                                                    | 1     |    |
| Sample report and one register submitted (1 plus one register)                                                                                                                                                                                                                                                                                                                                           | 2     |    |
| Sample report and at least three of the required registers submitted (1 plus 3 registers)                                                                                                                                                                                                                                                                                                                | 3     |    |
| Sample report and all required registers submitted (1-6)                                                                                                                                                                                                                                                                                                                                                 | 4     |    |
| Sample report and all required registers submitted, including trend analysis reporting and corrective action tracking (1 - 8)                                                                                                                                                                                                                                                                            | 5     |    |
| <b>4. Professional Membership</b>                                                                                                                                                                                                                                                                                                                                                                        |       | 5  |
| The bidder must provide proof of current membership of the South African Pest Control Association (SAPCA) or an equivalent recognised professional body.                                                                                                                                                                                                                                                 |       |    |
| SAPCA or equivalent recognised industry body: <b>5 points</b>                                                                                                                                                                                                                                                                                                                                            | 5     |    |

---

|                                                                                |   |   |
|--------------------------------------------------------------------------------|---|---|
| <b>No proof submitted:</b> 0 points                                            | 0 |   |
| <b>National Footprint</b>                                                      |   | 5 |
| <b>Bidders need to indicate/provide proof of their offices in South Africa</b> |   |   |
| Gauteng, Cape Town, Kwazulu Natal – 3 Provinces                                | 5 |   |
| Gauteng & Cape Town only 2 - Provinces                                         | 3 |   |
| Gauteng                                                                        | 1 |   |
| <b>Minimum Threshold 70%</b>                                                   |   |   |