



employment & labour

Department:
Employment and Labour
REPUBLIC OF SOUTH AFRICA



QUESTIONS AND ANSWERS

REQUEST FOR PROPOSALS FOR THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE DAY-TO-DAY CLEANING AND PEST CONTROL SERVICES TO THE UNEMPLOYMENT INSURANCE FUND FOR A PERIOD OF THIRTY-SIX MONTHS (36) MONTHS

TENDER NUMBER: UIF3/26/27
DATE ISSUED: 09 June 2026
CLOSING DATE AND TIME: 02 July 2026 at 11h00
BID VALIDITY PERIOD: 120 Calendar days

TENDER BOX ADDRESS: Unemployment Insurance Fund
Absa Towers Building
Ground Floor
230 Lillian Ngoyi Street
Pretoria
0002

TENDER BRIEFING SESSION: 19 June 2026
Contact Person: Mpfareleni Ravhutsi
Email Address: Mpfareleni.Ravhutsi@labour.gov.za
Contact Number: 012 337 1918

NO	QUESTIONS	ANSWERS
1.	Question is you advertised 2 tenders, 1st for deep cleaning & hygiene service 2nd for cleaning & pest control, for the same building, so want to understand who will be supplying the dispensers and refills between the two suppliers to be appointed?	The Deep Cleaning has its own distinct scope, and Day to Day Cleaning Services has its own scope. No comparisons must be made on this two different tenders.
2.	For pest control service are the bait stations already installed in the build or the supply must first have to install the bait station?	It is a technical scope requirement for new installation of bait stations
3.	In terms of pricing, do we quote in terms of supply of disinfectants or the refill?	Supply and Refill
4.	Should we provide 2 quotations for hygiene and separate one for cleaning services?	This is a Day to Day Cleaning and Pest Control Services Tender, please follow the technical requirements advertised for this specific tender.
5.	Will we get the presentations?	Each bidder must request the presentation individually using the UIFTenders email provided on the specification.
6.	Where do we send an email requesting the Presentation?	UIFTenders@LABOUR.gov.za
7.	Actual quantity (floor area) of carpets	The carpet tiled areas measure approximately 13 632 M2

NO	QUESTIONS	ANSWERS
8.	Actual quantity of windows to be washed monthly	windows schedule shared with bidders who attended briefing session
9.	Actual quantity of blinds	windows schedule shared with bidders who attended briefing session
10.	Can you please clarify for the cleaning list officials CVs, are they expected to be currently working for the company or they can have experience but currently not working for us?	The Fund is testing the capacity of the cleaner in terms of previous work experience; however, CV's must be comprehensive
11.	Is the Site Operations Manager required to be permanently based on site throughout the contract period?	The Site Operations Manager will be required to undertake weekly site visits, the schedule will be decided upon with the successful Bidder.
12.	Under the equipment specifications, bidders are required to provide 2 x Delivery Vehicles with proof of ownership attached under the company name. Kindly clarify whether these vehicles are required to be permanently stationed on site or whether they should simply be available for service delivery and included in the operational cost.	These are required for Scheduled Site Operations, scheduled delivery of equipment's and consumables on-site
13.	We have noted that the pricing schedule does not provide a separate line item for cleaning equipment and operational costs (overheads, management fees, and profit margin). Kindly advise where these costs should be incorporated in the pricing schedule.	The Equipment are to the full account and cost of the Bidder, the client is not required to compensate the Bidder for equipment's which belongs to the company asset register

NO	QUESTIONS	ANSWERS
14.	With regard to the Industrial Carpet Washer , is this equipment required to be permanently available on site, or is it only required during the quarterly deep-cleaning services?	Carpet Deep Cleaning is scheduled to be rendered on a quarterly basis, therefore the Industrial Carpet washer must be available for this scheduled quarterly activity.
15.	The specification refers to 5 x High-Speed Buffing Machines (SABS/SANS approved) and 6 x Industrial Floor Scrubber Machines . Kindly clarify the distinction between these two equipment requirements and their intended application.	The Fund requires these for different strategic cleaning zones depending on the various floor covering types
16.	Are bidders required to complete Table 5 on page 15 of the tender document?	No the table is provided for guidance regarding status of different type of enterprises.
17.	Is a Generic Enterprise eligible to bid for this tender, as Table 5 (Page 15) and SBD 6.1 (Page 66) appear to refer specifically to EME/QSE entities ?	Generic enterprises are eligible to bid. However, regarding the specific goals selected on SBD6.1 for this tender, generic enterprises do not qualify to claim under EME/QSE.
18.	Regarding the interior windows that require deep-cleaning services, are all windows safely reachable from ground level? If not, kindly provide the height and total number of windows requiring access equipment.	The 2 meter step ladder listed in the equipment list is meant to ensure that all window levels are safely reached.
19.	Is the submission a two-envelope system or all in one envelope (Functionality & Financial Proposal) ?	Three (3) proposals are required, (One)1 original and (Two)2 copies.

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20.	I would like to find out if it will be possible to arrange a site inspection. This information will help us ensure we quote correctly on the required equipment.	The information provided on the specification is adequate and sufficient to help the bidders quote correctly.
21.	Additionally, could you please confirm whether the auto scrubber is needed for the office area or for the parking area? This will allow us to provide the most accurate quotation.	Bidders must provide the list of all equipment required in the specification as all equipment are needed for general cleaning service at 94 WF Nkomo.
22.	Kindly confirm whether a compulsory or non-compulsory briefing session was held for this tender. If a briefing session took place, please advise on the date, venue, and whether attendance was mandatory.	Please note that the briefing session was compulsory and took place on 19/06/2026, as published on the eTender portal. Also note that your proposal will be immediately disqualified if you did not attend the compulsory briefing.