

# **SUN WINDMILL**

## **SCOPE OF WORK**

Waste Management Contractor

<b>UNIT:</b>	<b>SUN WINDMILL (“The Business Unit”)</b>
<b>LOCATION:</b>	Cnr N1 Highway & Jan Pierewiet Avenue Pellissier Bloemfontein 9301
<b>OPPORTUNITY:</b>	Waste Management
<b>OPERATOR:</b>	Service Provider
<b>SCOPE OF WORK:</b>	<p>The Service provider shall be responsible managing the waste area and removal of waste “<b>Scope of Work</b>”.</p> <p><b>General:</b></p> <p>1. The following minimum hours will be applicable to the Service Provider</p> <p><b>Hours:</b> Monday to Friday 08:00 -13:00.</p> <p><b>Scope Of Work:</b></p> <p><b>1. Operating Hours:</b> The Service provider to operate waste area as per agreed on operating times and make their service available during said time frames.</p> <p><b>2. Services:</b> The Standards of Performance to which the Services are to be rendered by the Service Provider are defined herein.</p> <ul style="list-style-type: none"> <li>• will ensure that the operational area of the waste area is neat and tidy at all times.</li> <li>• ensure that all waste is further separated and weighed before removal</li> <li>• to submit a monthly waste manifest to confirm the weights of all the waste generated to the company.</li> <li>• will be responsible for the removal/recycling of all waste generated by the company</li> <li>• ensure that the set recycling target is met</li> <li>• The following might be excluded / or removed at additional cost: <ul style="list-style-type: none"> <li>○ Electronic Waste (Computers, electrical appliances, etc.)</li> <li>○ Hazardous waste (CFL Bulbs and batteries)</li> <li>○ Medical Waste</li> <li>○ Used Cooking Oil</li> </ul> </li> </ul>

	<ul style="list-style-type: none"><li>○ Garden Waste</li></ul> <p><b>3. Staffing:</b> Service Provider will:</p> <ul style="list-style-type: none"><li>• manage and employ all staff of the waste area, the staff will be paid by service provider.</li><li>• provide staff employed at the waste area with a uniform and required PPE.</li></ul> <p><b>4. Other:</b></p> <ul style="list-style-type: none"><li>• Minimum BBBEE requirements are 51% Black Owned and 30% Black woman ownership.</li><li>• will obtain insurance for all assets and operational activities, proof of insurance schedule to be provided to the company.</li><li>• ensure that all legal requirements are adhere to and all permits are up to date (Waste management &amp; transport registration)</li><li>• Windmill will not be held responsible of any operational and management issues pertaining to the Waste management area.</li><li>• shall ensure compliance to all health, safety and environmental regulations.</li></ul> <p><b>5. Governance Documents:</b></p> <ul style="list-style-type: none"><li>• SANAS approved BBBEE certificate or approved Affidavit.</li><li>• Vat Registration Certificate (If Applicable)</li><li>• SARS Clearance Certificate (If Applicable)</li><li>• CIPC/company registration and shareholder documents.</li><li>• Copy of the founder's ID's.</li><li>• Company profile.</li><li>• Bank confirmation letter, not older than three (3) months.</li><li>• CV of founder/s and key personnel in your business / company.</li><li>• References</li><li>• Bidders should be registered on the sun international data base.</li></ul>												
<b>Proposed Timelines:</b>	<table><tr><th>Activity</th><th>Date</th></tr><tr><td>Release of RFP to (qualified) bidders</td><td>30/07/2025</td></tr><tr><td>Site visit</td><td>07/08/2025</td></tr><tr><td>Submission of all proposals and commercials</td><td>14/08/2025</td></tr><tr><td>Bidders' presentations</td><td>TBC</td></tr><tr><td>Intended commencement of service/supply</td><td>01/09/2025</td></tr></table>	Activity	Date	Release of RFP to (qualified) bidders	30/07/2025	Site visit	07/08/2025	Submission of all proposals and commercials	14/08/2025	Bidders' presentations	TBC	Intended commencement of service/supply	01/09/2025
Activity	Date												
Release of RFP to (qualified) bidders	30/07/2025												
Site visit	07/08/2025												
Submission of all proposals and commercials	14/08/2025												
Bidders' presentations	TBC												
Intended commencement of service/supply	01/09/2025												
<b>General Process Considerations:</b> (Not included in RFP)	<p><i>The following items are NOT to be included in any RFP document, however, same needs to be considered by the Unit whilst working through the process, as same would then be included in the Contract when awarded:</i></p> <p><i>1. Detailed, relevant house rules – Annexure</i></p>												

- |  |   |
|--|---|
|  | <ol style="list-style-type: none"><li>2. <i>Advertising Platform for RFP. My City, Digital, Web Page, Face Book, What's on Bloem... (Open RFP – Not restricted to IFS or B1SA).</i></li><li>3. <i>Contract length 3 years.</i></li><li>4. <i>Recharges: None</i></li><li>5. <i>Compliance Factors, BBBEE, Female Owned, 50%, COA, for short listing of proposals.</i></li></ol> |
|--|---|