



**Request For Quotation:
Provisions And Service of Portable Toilets
03 August 2026**

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1. INTRODUCTION

Dorper Wind Farm RF Proprietary Limited (**DWF**) is an operational 100 MW wind power plant located between Molteno and Sterkstroom in the Eastern Cape province of South Africa.

DWF intends to enter into a twelve month contract with a supplier of portable toilets and Service.

2. SCOPE OF WORK

Objective: Provision of five (5) portable toilets and service thereof for the Dorper Wind Farm for a twelve month term:

Specific Services/Deliverables Required

The appointed Service Provider shall provide the following services:

a) Supply of portable toilets

Provide five (5) portable chemical toilets in good condition, including:

- Standard portable toilets;
- Lockable doors;
- Occupied/Vacant indicator;
- Hand sanitiser dispenser;
- Toilet paper holder;
- Waste holding tank;
- Suitable anchoring where necessary.

All units shall comply with applicable health and safety regulations.

b) Servicing portable toilets

The portable toilets shall be serviced whenever the waste tank reaches capacity or according to an agreed servicing schedule. Each service shall include the following as a minimum:

- Emptying the waste holding tank;
- Removal and lawful disposal of waste;
- Cleaning and disinfection of all internal and external surfaces;
- Recharging the tank with approved deodorising chemicals;

- Inspection for leaks or damage;
- Ensuring the toilet is left clean and ready for use.

c) Replenishment of consumables

The appointed service provider shall supply and replenish all consumables during every service.

The consumables shall include:

- Toilet paper;
- Hand sanitiser;
- Deodorising chemicals;
- Paper towels;
- Air freshener.

No additional charges shall be incurred for routine replenishment of consumables unless otherwise agreed in writing.

d) Maintenance

The appointed service provider shall:

- Maintain all portable toilets in good working condition;
- Replace damaged or defective components;
- Repair broken locks, hinges and doors;
- Replace units that cannot be repaired within twenty-four (24) hours;
- Ensure all toilets remain hygienic and serviceable.

e) Reporting and documentation

The Service Provider shall ensure accurate, timely, and professional reporting of all activities related to the provision, servicing, maintenance, and waste disposal of portable toilets. All reports shall be clear, complete, and submitted within the specified timeframes to enable effective contract management and service monitoring. These reports shall include:

- Monthly report – A monthly performance report shall be submitted within 5 working days after month-end. The report shall include number and location of portable toilets services, waste volumes, consumables supplied, maintenance and repairs undertaken, scheduled and emergency services completed, and recommendations for service improvements.
- Waste disposal records – Completed waste manifests and safe disposal documentation supplied by DWF.
- Proof of municipal fee payments.

3. TECHNICAL REQUIREMENTS AND/OR DELIVERABLES

The Service Provider shall be responsible for providing all personnel, equipment, vehicles, materials and consumables necessary to perform the services in accordance with this RFQ and all applicable legislation.

Personal Protective Equipment

The Service Provider shall provide all required personal protective equipment (PPE) to its employees for the duration of the contract. This shall include, as a minimum:

- Steel capped safety boots
- Protective gloves suitable for handling waste and chemicals
- Eye protection where required by the task
- Respiratory protection where required by the task
- Snake gaiters
- Any other PPE required by applicable occupational health and safety legislation or the Service Provider's risk assessment

All PPE shall be maintained in good condition. The Service Provider shall, at its own cost, replace any PPE that becomes worn, damaged, lost or otherwise unserviceable.

Compliance with Legislation

The Service Provider shall comply with all applicable South African legislation, including but not limited to:

- Occupational Health and Safety Act, 85 of 1993
- National Environmental Management: Waste Act, 59 of 2008
- Applicable municipal by-laws relating to sanitation and waste disposal
- Any other legislation applicable to the provision, servicing and transportation of portable sanitation facilities

Waste Disposal

All waste removed from portable toilets shall be transported and disposed of at a licensed wastewater treatment works or other authorised disposal facility. The service provider shall be responsible for the registration and payment of disposal fees in order to dispose the waste at the following locations:

- Molteno Wastewater Treatment Plant
- Molteno Wastewater Pumping Station.

The Service Provider shall ensure that disposal complies with all applicable environmental legislation and shall provide disposal records or waste manifests to the Employer upon request.

4. RFQ RESPONSE REQUIREMENTS

Potential Service Provider must provide the following details in their response:

1. **Company Profile** (Name, Address, Contact Person, Website, Years of Experience, Experience etc.)
2. **Technical Proposal** (Approach to the scope of work, methodologies, compliance with requirement etc.)
3. **Pricing Schedule** (Itemized cost structure, including labor, materials, and applicable taxes)
4. **References** (At least three references for similar work conducted)
5. **Company Registration Documents**
6. **BBBEEE Certificate/Sworn BBBEEE Affidavit**

5. EVALUATION CRITERIA

Only bids that have submitted the required documentation in Section 4: RFQ Response

Requirements, will be evaluated based on the following criteria.

1. BBBEEE Scoring (30%)
 - Level 1 = 30%, Level 2 = 25%, Level 3 = 20%, Level 4 = 15%, Level 5 = 10%, Level 6 = 5%, Level 7+ = 0%
2. Technical Proposal (30%)
 - None = 0%, Poor = 10%, Good = 20%, Very Good = 30%
3. Experience and references (20%)
 - 5% for each credible reference letter, with a maximum of 20% total



- DWF reserves the right to verify references

4. Pricing (20%)

- Sliding scale calculation, the lowest (cheapest/best) priced technically acceptable potential Service Provider scores 20% and highest priced potential Service Provider scores 0%

6. SUBMISSION GUIDELINES

- **Deadline for Submission:** 31 August 2026
- **Submission Method:** Email response requirements (see Section 4) to rfq@dorperwindfarm.co.za. Only submissions via email shall be accepted.
- **Point of Contact:** rfq@dorperwindfarm.co.za
- **Clarification Requests Deadline:** all clarifications must be directed to rfq@dorperwindfarm.co.za by 24 August 2026

7. CONTRACT TERMS

- Contract will be for twelve (12) months.
- The preferred Service Provider shall enter into a Service Level Agreement with DWF.
- Payment terms - 10 business days after each month end (subject to invoice and report).

8. GENERAL TERMS & CONDITIONS

- Dorper Wind Farm reserves the right, at its sole discretion, to accept or reject any RFQ response, in whole or in part, and reserves the right not to appoint or award any Service Provider without incurring any liability or obligation to provide reasons for such decision.
- Validity period of the quotations shall be 60 days

- Compliance with legal and contractual obligations shall be required throughout the contract period
- The Service Provider must provide a fixed and firm price that is inclusive of all costs. No price changes/increases will be allowed once the contract has been awarded. All exclusions must be noted