

IMPALA PLATINUM LIMITED

REQUEST FOR SUPPLIER INFORMATION (RFI)



RFI Number **RFCA A2144 JD / CO**

Date **09 March 2021**

1. INTRODUCTION

- 1.1 Impala Platinum Limited (Impala) intends to conduct a formal tender process for the MAINTENANCE OF RESIDENCE (SIMUNYE RESIDENCE).
- 1.2 The key objective of this RFI is to request information from companies who have the capacity and capabilities to conduct the required services and/or supply the required products.
- 1.3 No pricing or proposal will be required at this stage. Only information reflected in this document is required.

2. SCOPE OF WORK

- 2.1 The services to be carried out by the CONTRACTOR will include maintenance services. The residence requires continuous maintenance and is divided into three main disciplines, plumbing, electrical, carpentry and building works.
- 2.2 Simunye Residence consist out of 1920 rooms.
- 2.3 Simunye is located 20 kilometers from Rustenburg on the Impala Lease Area, within 600 metres of No. 2 Shaft and is approximately 46.3 hectares in size. Maintenance must be conducted on the following facilities:-
- Administration Offices and Facilities –approximately 1 440 m² of administration offices in a separate administration block, at the entrance to the Residence. The facilities include offices, toilets and bathroom facilities.
 - Accommodation Facilities – 1 920 rooms
 - Visitors Accommodation Facilities – Simunye provides limited temporary accommodation to visiting spouses and families of residents. The accommodation consists of a single block containing a total of 44 rooms, each room accommodating on average 2 persons.
- 2.4 Miscellaneous items – In addition to the areas mentioned the following is considered pertinent :-
- Approximately 3.2 kilometres of outside fences (palisades)
 - 14No High-mast tower lights, approximately 30 metres in height, which must be maintained, including the replacement of globes and general maintenance of the structure.
 - Maintenance of 3No bus platforms.
- 2.5 Workshops and accompanying storage facilities are provided for basic maintenance in Block A in the residence,consisting of the following:
- General workshop approximately 112m² in area.
 - Two storage rooms approximately 112m² in area.

3. COMPULSORY DOCUMENTATION (Supplier Package)

3.1 In confirming your interest in potentially participating in the above process, you are required to submit the following documentation as your SUPPLIER PACKAGE.

3.1.1 Company Profile

3.1.2 Legal Compliance Documentation

3.1.2.1 Company registration certificate (CIPC document)

3.1.2.2 Share certificates and ID documents

3.1.2.3 Valid tax clearance certificate

3.1.2.4 Valid Workmen's Compensation Document (Letter of Good Standing)

3.1.3 Valid SANA BEE Certificate or Affidavit

3.1.4 Completed Annexure A - Supplier's Details

3.1.5 Completed Annexure B - Technical Information

3.1.6 Completed Annexure D - Non-Disclosure Agreement

4. SUBMISSION AND PARTICIPATION DETAILS

4.1 Supplier Packages must be submitted electronically as further detailed below:

RFI Reference No.	: RFCA A2144 JD / CO
Description of RFI	: MAINTENANCE OF RESIDENCE (SIMUNYE RESIDENCE)
Email address	: christa.olivier@implats.co.za
Closing date	: 14h00 on 19 March 2021

4.2 Omissions or late delivery of the above required compulsory documentation may lead to disqualification of your participation from the process.

4.3 To qualify for the next phase of the process, Impala will take the following into consideration:

4.3.1 Minimum technical requirements as set out in Annexure B

4.3.2 BEE and Tier Status (preference will be given to >51% Black / Women / Youth owned and controlled suppliers. The respective definitions are detailed below);

4.3.3 Legal compliance of the Supplier

4.4 Definition of Woman-Owned and Youth-Owned in terms of the Mining Charter 3:

4.4.1 **"Women-owned and controlled company"**: refers to an entity in which South African women hold at least 51% of exercisable voting rights and economic interest.

4.4.2 **"Youth owned and controlled company"**: youth, for the purposes of the mining charter, refers to (a) young South African citizens between the ages of 18 to 35 years based on national or provincial demographics; or (b) a juristic person managed and controlled by a person/s contemplated in paragraph (a) where the persons, collectively or as a group, own and control majority of the issued share capital or members' interest; and are able to control the majority of the members' vote.

4.5 Impala reserves the right to determine which companies will proceed to the next phase of this process without furnishing reasons for its decision.

4.6 This RFI does not constitute a commitment, implied or otherwise, that Impala will take procurement action in this matter.

4.7 Impala will not be responsible for, or pay for any expenses or losses which the Supplier may incur in the preparation of a response to this RFI.

5. JOINT VENTURES, CONSORTIUMS AND INTERESTED PARTIES

- 5.1 Should the interested parties reply to this RFI as a JV or a Consortium, Interested Parties must provide all the required company documentation for each member of the JV or Consortium as it would if it were showing its interest as a single company.
- 5.2 It shall also provide copies of the JV Agreement and Shareholding Agreement for Impala's perusal, detailing the specifics of the Joint Venture arrangement relevant to any potential future tender.
- 5.3 Please note that failure to submit the requested documentation will result in your exclusion from any potential forthcoming tender resultant from this RFI.

6. QUERIES / CLARIFICATIONS

- 6.1 All queries relating to this RFI must be submitted to christa.olivier@implats.co.za
- 6.2 Queries will not be responded to if delivered elsewhere.

ANNEXURE A: SUPPLIER'S DETAILS

The following must be completed and the compulsory documents attached where required, and submitted as your SUPPLIER PACKAGE

1. Supplier's Details				
1.1	Supplier name			
1.2	Contact person			
1.3	Address			
1.4	Telephone number			
1.5	Cell number			
1.6	Email address			
2.	Company Documents	Detail if attached		Comments
		Yes	No	
2.1	Did you attach your Company Profile?			
2.2	Did you attach your CIPC document?			
2.3	Did you attach your valid SANAS BEE Certificate or Sworn Affidavit (Commissioned before a Commissioner of Oaths)			
2.4	Did you attach your valid Tax Clearance Certificate			
2.5	Did you attach your Workmen's Compensation Certificate (COIDA certificate) (Letter of good standing from Compensation Commissioner): Department of Labour OR Rand Mutual Assurance			
2.6	Did you attach your Shareholder's Certificates & Director's ID documents			
2.7	Please indicate if:			
2.7.1	<ul style="list-style-type: none"> your company is >51% black-owned and controlled? 			
2.7.2	<ul style="list-style-type: none"> your company is >51% youth-owned and controlled? 			
2.7.3	<ul style="list-style-type: none"> your company is >51% women-owned and controlled? 			
2.8	Did you attach proof of residence (either a Kgosana Letter or letter from local municipality)Freedompark, Seraleng & Meriteng			

ANNEXURE B: TECHNICAL INFORMATION

1.	Adequate business related experience for similar scope of work	YES	NO	COMMENT
1.1	No evidence of experience			
1.2	Less than 1 year experience			
1.3	2 – 3 years experience			
1.4	4 – 5 years experience			
1.5	More than 5 years experience			
NOTE: Please attach any supporting documents substantiating the above				

2.	Contract reference of similar work (verified for similar work as SOW)	YES	NO	COMMENT
2.1	No relevant references			
2.2	Only 1 relevant reference			
2.3	2 relevant references			
2.4	3 or more relevant references			
NOTE: Please complete 2.1 substantiating the above				

2.1	Company/ Contract References of similar work			
	Company Name	Contact Person	Contact Number	Nature of Work
Please detail experience similar as the Scope of Work				
2.1				
2.2				
2.3				
2.4				

3.	Mine Health and Safety Compliance	Mark relevant box
3.1	No on boarding safety file in place	
3.2	Ad hoc work safety compliance – Site Supervisor Appointment Document	
3.3	On boarding safety file in place – MHSE – Site Supervisor Appointment Document	
NOTE: Please attach supporting documents substantiating the above		

4.	Multi-functional – Electrical, Plumbing, Carpentry & Boilermaking	Mark relevant box
4.1	No trades persons employment history	
4.2	One trade person employment history	
4.3	Two difference trade persons employment history	
4.4	Three or more trade persons employment history	
NOTE: Please attach supporting documents substantiating the above		

5.	Consignment stock – Material on site	Mark relevant box
5.1	No proof of credit arrangements with suppliers	
5.2	Proof of credit arrangement with one supplier	
5.3	Proof of credit arrangement with two or more suppliers	
NOTE: Please attach supporting documents substantiating the above		

6.	Quality control system in place	Mark relevant box
6.1	No compliance to SABS SANS 10142-1 & SANS 10254	
6.2	Compliance to SABS standards – Sub-Contractor providing the necessary plumbing and electrical COC certificate	
6.3	Compliance to SABS standards COC Certification Document	
NOTE: Please attach supporting documents substantiating the above		

ANNEXURE C: SCOPE OF WORK

Daily Maintenance

Daily Maintenance is the day-to-day maintenance needed on to keep the Units in good condition. Daily Maintenance will be either reported via a Clerk of Works or via the tenant occupying the Unit. The maintenance is classified into three categories:

- Electrical work
- Plumbing work
- General Building work

Typical Daily Maintenance items entail :- **(Annexure 1 - Residence Maintenance Requirements - attached for reference)**

- Power tripping
- Geyser not working
- Burst or blocked pipes
- Repair or replace doors and locks
- Roof leaks
- Minor paintwork

Because of the nature of the work, the CONTRACTOR will frequently interact with the tenants.

The Daily Maintenance will apply to both occupied and vacant Units.

2. After Hours Call-Outs (emergency items)

The CONTRACTOR will be expected to attend to emergency items after hours. The following items are classified as emergency items:

- Complete power failure
- Burst pipe

- Burst or leaking geyser
- No hot water
- Blocked drains

3. Scheduled Maintenance

The CONTRACTOR will be responsible to manage and execute work on a Scheduled Maintenance basis. Inspections will need to be undertaken on the following items :-

- Industrial Changehouses must be inspected on monthly basis
 - Geyser pipes
 - Meters
 - Showers
 - Shower taps
 - Toilet cisterns
 - Toilet pans
 - Basin taps
 - Boiler units
 - Urinals

- Building work to be inspected every 3 months
 - Door handles
 - Door locks
 - Windows
 - Window stays
 - Window handles
 - Walls
 - Ceilings
 - Flooring
 - Paint Work

- Electrical every 3 months
 - Earth leakage test on all Units
 - Distribution boards
 - Face / Plate
 - Earthing
 - Glands
 - Door handles
 - D/B blanks
 - Breakers
 - Connections
 - Power sockets
 - Light switches
 - Lights

- Mini Substations every 3 months
 - Breakers
 - Doors
 - Door handles
 - Earthing
 - Glands
 - Joints
 - Locks
 - Clean

- Tower Lights every 3 months
 - Ballasts
 - Cable and sling
 - Capacitors
 - Catwalk
 - Circuit breakers
 - Contactor
 - Cover plate fastened and in tact
 - Daylight switch
 - DB condition
 - Earth leakages
 - Electrical cover plate
 - General observation on tower light
 - Globes
 - Igniters
 - Lamps
 - Light frame
 - Light lenses
 - Light wiring
 - Light secured
 - Rungs on cat ladder
 - Power
 - Securing bolt
 - Timer
 - Tower light identification number
 - Wiring pole

- General Plumbing every 3 months
 - Manhole covers
 - Complete geyser Installation
 - Showers
 - Shower taps
 - Meters
 - Toilet pans
 - Toilet cisterns
 - Basins
 - Basin taps
 - Water reticulation
 - Fire hydrants and valves
 - Drainage systems
 - Storm water drains

- Platform Areas every 3 months
 - Road surface
 - Road markings
 - Road signs
 - Curbing
 - Entrance free from obstacles
 - Speed humps
 - Platform structure
 - Roof sheeting
 - Steel structure
 - Flooring
 - Handrails
 - Shaft signs
 - Seating
 - Paintwork
 - Walkways

- Palisade
- Cleanliness
- Firefighting equipment
 - monthly inspection
 - annual service

4. Minor Building Work

Minor building work will be executed on request. Examples are new entrance extensions and alterations to the admin and kitchen areas.

5. Clearances

The Clerk of Works will inspect all Units becoming vacant. The inspection will result in a list of maintenance items to be attended to before the next tenant moves in. The following is an indication of the items that may need to be undertaken when a Unit is vacated :-

- Remove rubbish
- Replace globes
- Replace missing doors and cupboard keys
- Repair cracked windows
- Repair doors
- Repair lights
- Repair stove
- Repair holes
- Repair floors
- Re-paint rooms

6. Service Level Agreement

The CONTRACTOR shall agree to the Service Level Agreement and will be evaluated on monthly basis against this document. Continuous failure to comply with the Service Level Agreement could result in cancellation of the CONTRACT.

7. Administrative Services, Systems and Reports

The following will be required from the CONTRACTOR:

- Updated records available for inspection by the PRINCIPAL.
- Monthly scheduled maintenance reports to be distributed to the PRINCIPAL by no later than 5 working days after month-end.