



**cooperative
governance**
Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA



SPECIFICATIONS FOR TRADE TOOLS AND PPE

APPOINTMENT OF A PANEL OF FIVE SERVICE PROVIDERS TO SUPPLY PROTECTIVE CLOTHING AND TOOLS FOR THE PERIOD OF THREE YEARS

Beneficiary	Municipal Infrastructure Support Agent
Contact Person	012 848 5325, <u>Lumka Tyikwe</u>
Postal Address	1303 Heuwel Avenue, Riverside Office Park, Letaba House Centurion 0046
Project Name	Appointment of a panel of five service providers to supply protective clothing and tools for the period of three years
Reference No.	MISA/PPE/054/2021/22
Closing Date	31 January 2022

APPOINTMENT OF A PANEL OF FIVE SERVICE PROVIDERS TO SUPPLY PROTECTIVE CLOTHING AND TOOLS FOR THE PERIOD OF THREE YEARS.

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APPOINTMENT OF A PANEL OF FIVE SERVICE PROVIDERS TO SUPPLY PROTECTIVE CLOTHING AND TOOLS FOR THE PERIOD OF THREE YEARS.

GENERAL TERMS OF CONDITIONS

1. INVITATION

The Municipal Infrastructure Support Agent (MISA) intends to appoint a panel of five service providers to supply, package and deliver Personal Protective Clothing and Equipment (PPE) and Tools of Trade over three years in municipalities nationwide to MISA Learners and Professional Engineers and Town Planners.

2. Background

The Municipal Infrastructure Support Agent (MISA) was established in terms of section 7(5) (c) of the Public Service Act, 1994 (promulgated under Proclamation No. 103 of 1994) and came into being in May 2012 as a government component within the Department of Cooperative Governance. MISA's Technical Support Services Branch facilitates programmes where Learners are given exposure in the different fields of the built environment including Town and regional Planning, Civil Engineering, Electrical Engineering, Geographical Information Systems and Project and Construction Management and learners in the artisanary programme with trades such as Electrical, Plumbing, Bricklaying, Diesel and Motor Mechanics. Further deploys Professional Engineers and Town Planners in municipalities nationwide.

3. Objectives of the Request

According to the Skills Development Act of 1998, an employer must provide Personal Protective Equipment (PPE) and Tools of Trade to the Learners including Apprentices, Experiential Learners and Young Graduates during the training period. Professional Engineers and Town Planners will also require PPE in terms of the Occupational Health and Safety Act 85 of 1993. It is for this reason that MISA is requesting a panel of five service providers to supply these requirements to the learners placed in municipalities and the Professional Engineers and Town Planners deployed nationally. The requirements of the services will be requested as and when needed throughout the three year period of the contract.

4. Scope of Work

- 4.1. The requirements entails supplying PPE as described under specification and Trade Tools to Learners and Professional Engineers placed in Municipalities nationally. Tool boxes shall be provided to each trade/ discipline for; electrical, plumbing, bricklaying, diesel and motor mechanic, while Professional Town Planners will be supplied with PPE only. ***The awarded Service Providers will***

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be expected to deliver the purchased goods to municipalities across nine provinces.

4.2. Goods Specifications

Specifications for the required goods are attached as appendices to this document. Please provide a quotation based on the below stated detailed specifications:

4.2.1. Description of Protective Clothing (PPE)

PPE	Specifications	Quantity	Local Content
Shoes /Safety Boots	Brown, Light, comfortable, insulated and steel toe	1230	100%
Gum Boots for Plumbers & Bricklayers	Rubber gum boots	120	100%
Overall /Work Suit	100%, double stitched with reflectors, acid proof and arc resistant	2460	100%
Safety Hard Hat	Blue one size fits all	1230	100%
Safety Socks	Bova Sox Antistatic	2460	100%
T-Shirt	Round neck Navy Blue 100% cotton	2460	100%
Rain Suit	Navy PVC Rain suits	1230	100%
Freezer Jacket	Navy Eksimo	1230	100%
Reflective Vest	Orange	1230	100%
Dust Mask	Moulded Respirator	24600	100%
Safety Goggles	Safety Eyewear UV resistant, scratch resistant, protection from low speed particles	1230	100%
Ear Plugs	Midiplug corded reusable ear protection plugs	2460	100%
Gloves Electrical	Rubber insulated gloves	285	100%
Gloves Plumber	PVC Elbow gloves	60	100%
Gloves Bricklayer	PVC Knitwrist gloves	60	100%

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Gloves Diesel and Motor Mechanic	Rubber insulated gloves	120	100%
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4.2.2. Description of basic tools for Electrical

Tool Description	Quantity
75mm x 3mm Screwdriver with plastic handle	95
100mm x 5mm Screwdriver with plastic handle	95
150mm x 8mm Screwdriver with plastic handle	95
200mm x 10mm Screwdriver with plastic handle	95
60mm x No 2 Phillips Screwdriver	95
60mm x No 3 Phillips Screwdriver	95
75mm x No 4 Phillips Screwdriver	95
300mm Steel Rule	95
5m Steel measuring tape - P2MS	95
Scriber 72mm	95
150mm Engineers Square	95
Pair 150mm outside calipers	95
Pair 150mm Dividers	95
100mm Prick punch	95
150mm Centre punch	95
Cable Knife 50mm blade	95
200mm Side cutting pliers insulated	95
200mm Diagonal cutters insulated	95
250mm Water pump pliers	95
Hand insulated Crimping Tool 0.75mm	95
Pair 150mm long nose pliers	95
200mm Vice Grip	95
Hacksaw Frame	95
"Junior" Hacksaw frame No 14 – J	95
230mm Spirit Level	95
Set open end spanners 6-32mm	95
Tubular box spanners OBA-10BA	95
700 gram ball and pein hammer with handle	95
200 gram ball and pein hammer with handle	95
200mm flat chisel	95
150mm flat chisel	95
150mm round nose chisel	95

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Tool Description	Quantity
Pair safety spectacles with case	95
350mm half round file 2nd cut	95
350mm flat bastard file	95
300mm Mill saw file	95
350mm flat file 2nd cut	95
200mm square file 2nd cut	95
200mm round file 2nd cut	95
Plastic/wooden file handles	95
Canvas file bag	95 100%local content
Toolbox Aluminium 475 x 258 x 230mm	95
Padlock and Keys 25mm	95
Wire Stripper	95
Voltage Tester	95
Digital Multimeter	95
SABS 0142 Code of Practice complete in two ring folder	95

4.2.3. Description of basic tools for Plumbing

Tool Description	Quantity
Blow lamp	20
Flux	20
Solder	20
Water Pump Pliers	20
Shifting Spanner 300mm	20
Hacksaw	20
Spirit Level 600mm	20
Gauging Trowel	20
Ball Pein Hammer	20
Concrete Cold Chisel	20
Club Hammer 2kg	20
Flat Screwdriver	20
Phillips Screwdriver	20
Flat File	20
Chalk Line	20
Pipe Wrench 400mm	20
Copper Tube Cutter	20

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Tool Description	Quantity
Basin Wrench	20
Claw Hammer	20
Spirit Level 250mm	20
Centre Punch	20
Vice Grip	20
Combination Pliers 200mm	20
Steel Ruler 300mm	20
Builders Line	20
Brick Trowel	20
Junior Hacksaw	20
5M tape measure	20
Padlock	20
Tool Box	20

4.2.4. Description of basic tools for Bricklaying

Tool Description	Quantity
Bricklaying Trowel	20
Plastering Trowel	20
Gauging Trowel	20
Measuring Tape (5m)	20
Spirit Level 900 mm	20
External Corner Tool	20
Internal Corner Tool	20
Wooden Floats A, B and C	20
Cold Chesil (CB 152 ,25X 250) and CB 154 (25 X350)	20
Rubber Hammer	20
Brick Hammer	20
Builders Line	20
Nosing Tool	20
Hand Hawk	20
Block brushes	20
Steel Square	20
Tool Box	20

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Tool Description	Quantity
Padlock	20
Rubber mallet	20
Skirting trowel	20
Mason square	20
6 groove Rheeder	20
Line Pins	20
Gut Line	20
Brick bolsters	20
Long round jointer	20
Long square jointer	20
Short square jointer	20
Single groove jointer	20

4.2.5. Description of basic tools for Motor Mechanic

Tool Description	Quantity
½" 250mm extension bar, 125mm extension bar, 75mm extension bar, 250mm sliding T-bar, 16mm spark plug socket, universal joint and 340g ball pein hammer.	20
½" 12 Point Sockets with reversible ratchet: 8mm to 22mm, 24mm, 27mm, 30mm, & 32mm	20
30mm adjustable wrench	20
4 piece Injector socket set	20
5 piece Obstruction wrench set	20
5 piece S-Shape wrench set	20
55mm adjustable wrench	20
7 piece Oxygen sensor wrench set	20
Allen keys: 1.5mm, 2.5mm, 3mm, 4mm, 5mm, 6mm, 8mm & 10mm	20
Combination spanners: 6mm to 22mm & 24mm.	20
Multi-meter	20
Lead light: Compact White LED '92s with 3m power cord, 12V operation & clip to hold lamp	20

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Tool Description	Quantity
4 Piece Circlip plier set: 80mm external bent, 180mm external straight, 180mm internal bent, 180mm internal straight. In pouch. Carbon steel & heat treated	20
Pliers: 160mm side cutter, 160mm long nose, 180mm combination	20
Pliers: 200mm bent nose	20
Pliers: 250mm straight	20
Pliers: 250mm water pump plier	20
Screwdrivers: Star – 75mm, 100mm, 150mm.	20
Screwdrivers: Flat- 100mm, 150mm & 200mm.	20
Padlock	20
Toolbox	20

4.2.6. Description of basic tools for Diesel Mechanic

Tool Description	Quantity
½" 250mm extension bar, 125mm extension bar, 250mm sliding T-bar, 16mm spark plug socket, universal joint and 340g ball pein hammer.	20
½" 12 Point Sockets with reversible ratchet: 8mm to 22mm, 24mm, 27mm, 30mm, & 32mm	20
1/2" Hex Blt Socket set 4mm to 10mm, 12mm & 14mm	20
1/2" Torx Blt sockets: T20, T25, T27, T30, T40, T45, T50, T55 & T60	20
30mm adjustable wrench (Included in Motor Mechanic tool box)	20
4 piece Injector socket set (included in Diesel Mechanic tool box)	20
5 piece Obstruction wrench set (included in Diesel Mechanic tool box)	20
5 piece S-Shape wrench set (included in Diesel Mechanic tool box)	20
55mm adjustable wrench (included in Diesel Mechanic tool box)	20
7 piece Oxygen sensor wrench set (included in Motor Mechanic tool box)	20
Allen keys: 1.5mm, 2.5mm, 3mm, 4mm, 5mm, 6mm, 8mm & 10mm	20
Combination spanners: 6mm to 22mm & 24mm.	20
Multi-meter	20
Pliers: 160mm side cutter, 160mm long nose, 180mm combination	20

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Tool Description	Quantity
Pliers: 200mm bent nose	20
Pliers: 250mm straight circlip	20
Pliers: 250mm water pump plier	20
Screwdrivers: Star – 75mm, 100mm, 150mm.	20
Screwdrivers: Flat- 100mm, 150mm & 200mm.	20
Padlock	20
Toolbox	20

4.3. The exchange rate to be used for the calculation of local production and content must be exchange rate published by the South African Reserve Bank (SARB) at 12: 00 on the date of advertisement of the bid; and only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286: 2011 must be used to calculate local content.

4.4. The local content (LC) expressed as a percentage of the bid price must be calculate in accordance with the following formula which must be disclosed in the bid documentation:

$$LC = (1 - X/Y) * 100$$

Where

X is the imported content in Rand

Y is the bid price in Rand excluding value added tax (VAT)

4.5. Prices referred to in the determined of x must be converted to Rand (ZAR) by using the exchange rate published by the SARB at 12:00 on the date of advertisement of the bid.

4.6. The SABS approved technical specification number SATS 1286;2011 and the guidance on the calculation of local content together with the local content declaration Template [Annex C (Local Content Declaration : Summary Schedule), D (Imported Content Declaration : Supporting Schedule to Annex C) and E (Local Content Declaration : Supporting Schedule to Annex C)] are accessible to all potential bidders on the DTI's official website <http://www.thedti.gov.za/industrialdevelopment/ip.jsp> at no cost.

4.7. Some of the items will require bidders to obtain authorisation from the dtic for imported raw materials (see Paragraph 4.1 of the Textiles Clothing Leather and Footwear Instruction Note).

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5. PROJECT OUTPUT AND /OUTCOMES

5.1. This is a three year supply, packaging and delivery of PPE and Tool of Trade for MISA Learners, Professional Engineers and Town Planners in municipalities across the nine provinces.

5.2. MISA may request samples of tool content and the protective clothing (i.e. fabric) as prescribed on the specifications from bidders.

6. PROJECT MANAGEMENT

6.1. The bidders must provide a project plan outlining the timeframes regarding the supply, packaging and delivery of PPE and Tools of Trade to municipalities in the nine provinces. The delivery should be done within 30 calendar days after date of request from MISA (as and when required). MISA will send out a request to the appointed panel of service providers when required and then select based on the price quoted on the request at hand.

7. COMPANY EXPERIENCE AND COMPETENCY

7.1. Company Experience:

7.1.1. The bidder(s) (company) must have a minimum of (3) years' experience in supplying, and delivery of PPE and Tools of Trade as required in this bid.

7.1.2. The bidder(s) must submit 3 (three) reference letters on clients' letterhead, confirming previous provision of services in supply and delivery of PPE and Tools of Trade.

7.1.3. Each reference letter must contain contactable details for verification purposes, as required in this bid.

7.1.4. A detailed company profile (services rendered by the company).

8. FORM OF PROPOSAL

8.1. The bidders are required to submit their proposals together with accurately completed bidding documents and the necessary supporting documents.

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8.2. Proposal:

- 8.2.1.** A detailed company profile.(services rendered by the company)
- 8.2.2.** Proposal outlining methodology/ project plan.
- 8.2.3.** A declaration certificate for the local production and content (SBD 6.2) together with annexure C, E, D (Local contents declaration; summary schedule) must be completed; duly signed and submitted by bidders at Closing date and time of the Bid.
- 8.2.4.** Completed and appropriately signed SBD forms: SBD 1, SBD 3.1, SBD 4, SBD 6.1, SBD 6.2, SBD 8 and SBD 9.
- 8.2.5.** A copy of the General Conditions of Contract initialled in every page.

8.3. Pricing:

- 8.3.1.** The bidder(s) has to quote prices against each of the items of the pricing schedule (attached Annexure A) covering all the goods and services as deemed required for the successful completion of each of the items.
- 8.3.2.** All rates and sums of money quoted in the 'Price List' shall be in South African Rand and whole cent. Fractions of cent shall be discarded.
- 8.3.3.** A breakdown of proposed fee(s) for supply, delivery must be indicated in SBD 3.1 and aligned to Annexure A.

9. EVALUATION OF PROPOSALS

- 9.1.** Proposals will be evaluated to ensure responsiveness to the requirements of the bid. The preference point systems are applicable to this bid is 80/20 for requirements with a Rand value of up to R50 000 000.00 (all applicable taxes included). Bids are invited on the basis of their proposals and will be evaluated in three stages pre-qualification, local content calculation and functionality, price and B-BBEE in accordance with the preferential points system.

9.1.1. STAGE 1 - PREQUALIFICATION

Mandatory documents

Failure to provide and mandatory requirement documents will result in MISA rejecting the bid proposal

- a.** A detailed company profile (services rendered by the company).
- b.** Proposal outlining methodology and project plan.
- c.** A declaration certificate for the local production and content (SBD 6.2) together with Annexure C, E and D (Local contents declaration; summary schedule) must be fully completed; duly signed and submitted by bidders at closing date and time of the Bid.

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- d. Fully completed and appropriately signed SBD forms: SBD 1, SBD 3.1, SBD 4, SBD 6.1, SBD 6.2, SBD 8 and SBD 9.
- e. A copy of the General Conditions of Contract initialled in every page.

Non-Mandatory documents (but should not be considered non-responsive in absence of any)

- a. CSD Registration Report.
- b. B-BBEE certificate/ sworn affidavit.

9.1.2. STAGE 2 – EVALUATION ON LOCAL CONTENT AND FUNCTIONALITY

The following criteria and weights will be applied when bids are assessed in terms of functionality:

- a. **Local Content Evaluation:** Evaluation in terms of the stipulated minimum threshold for local production and content. Bids will be evaluated in terms of minimum thresholds for local content stipulated in the bid document. The declaration made by the bidder in the Declaration Certificate for Local Content (SBD 6.2) and Annex C (Local Content Declaration: Summary Schedule) will be used for this purpose.
- b. All responses that will not meet the required minimum threshold for local content as stipulated in the specifications will be disqualified and not evaluated further. Only bids that achieved the minimum threshold for local content and production will be evaluated further in terms of functionality and preference point system prescribed in the Preferential Procurement Regulations, 2017.
- c. Only bids that achieve the minimum stipulated threshold for local production and content will be evaluated on functionality:

EVALUATION CRITERIA

NO.	FUNCTIONALITY	SCORES
1	Company Experience: A minimum of three years' experience is required in conducting similar projects. Furnish a minimum of three (3) reference letters from contactable and verifiable references in the company's letterhead. Less than 3 projects = 0 points 3 projects = 10 points 4 to 5 projects = 20 points	30

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	Above 5 projects = 30 points	
2	Highest Value of similar Completed Projects: Details of similar completed projects should be thoroughly specified in the reference letters from contactable and verifiable references in the company's letterhead. Below R300 000 = 0 points R300 000 to R500 000 = 10 Points Above R500 000 to R1 000 000 = 15 Points Above R1 000 000 = 25 Points	25
3	Contingency Plan: Flexibility in customer service in terms of turnaround times with regard to solving problems which may arise during the supply, packaging and delivery of PPE and Tools of Trade. Risk Identification Plan = 5 points (provide a minimum of 5 risks that may negatively impact completion of the project) Mitigation measures on identified risks = 10 Points	15
4	Detailed methodology: Detailed methodology in terms of how the PPE and Tools of Trade will be supplied and delivered, delivery schedules packaging of goods per learner/ Professional Engineer/ Town Planner in the Municipalities across all nine provinces with clear deliverables and timeframes for task to be completed (Project Plan, paragraph 6.1). The detailed methodology should include: Sourcing strategy = (10 Points) <ul style="list-style-type: none"> Sourcing schedule = 5 points Packaging methods = 5 points Method of delivery= (20 Points) <ul style="list-style-type: none"> Mode of Delivery = 5 Points Delivery Schedule per province = 10 Points Delivery of goods within specified periods = 5 Points 	30
	TOTAL	100

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NB: Bidders must obtain a minimum threshold of **65 points** in order to be considered for further evaluation on price and B-BBEE.

9.1.3. STAGE 3 - PRICE AND BBEE

Points for B-BBEE Status Level of Contribution (P_p)

Maximum of **20 points** are allocated for Preferential Procurement Goal. Preference point must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the Preferential Procurement Regulations, 2017.

10. SUBCONTRACTING

- 10.1.** Sub-contracting of the services to other companies or individuals is not permitted without the prior written approval of MISA. A contractor is not allowed to sub-contract more than 25% of the contract value to another enterprise that does not have equal or higher B-BBEE status level, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.

11. MISA'S RIGHTS

- 11.1.** MISA reserves the right to cancel this solicitation in whole or in part, at its sole discretion, at any time before the Agreement is fully executed.
- 11.2.** This Bid does not commit MISA to award an Agreement, to pay any costs incurred by bidders in the preparation of their proposals submitted in response to this Bid, or to procure or contract for services.
- 11.3.** MISA reserves the right to conduct vetting and verify the validity of all certificates.
- 11.4.** MISA will reject any proposal as non-responsive that does not provide evidence of the specified mandatory requirements. MISA may or may not request additional information and clarification during the evaluation and selection process from any or all bidders regarding their proposals.
- 11.5.** MISA reserves the right to request the company's latest audited financial statement in order to ascertain financial stability of the bidder prior to the award of the bid.
- 11.6.** MISA reserves the right to request samples of wood and fabric as prescribed on the specifications and conduct site inspection for purpose of due diligence

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12. REPORTING

- 12.1.** The appointed bidder(s) will report to the appointed Project Manager of MISA. The detailed reporting requirements will be provided to the successful bidder(s) during the contract negotiation and project inception.
- 12.2.** The bidder(s) must submit a written report to the MISA Project Manager on specific problems, recommendations, improvement methods, work programmes, personnel turnover, tenants' complaints, remedial actions taken and all other matter relating to provision of security services.

13. PAYMENTS

- 13.1.** MISA does not pay any amount in advance. Only original signed invoices must be submitted for payments. The bidder(s) will be paid within **30** days after receipt of valid invoice, when the services have been fully rendered to the satisfaction of MISA, and this done by means of electronic transfer directly into the bidder's bank account.

14. SUBMISSION OF PROPOSALS

- 14.1.** The Tender Documents must also include a soft copy (DVD or Memory Stick - all in PDF Format) of the proposal, and to reach the offices of the MISA before **11:00am** on 31 January 2022 and must be enclosed in a sealed envelope clearly inscribed on the outside:

BID REFERENCE NUMBER: MISA/PPE/054/2021/22

CLOSING DATE: 31 January 2022, 11:00am

- 14.2.** Tender documents are to be submitted to MISA Reception and deposited in the tender box. (At MISA Offices, Letaba House, 1303 Heuwel Road, Riverside Office Park, Centurion, 0046.

15. PERIOD FOR ACCEPTANCE OF PROPOSALS

- 15.1.** In order to allow for adequate evaluation, MISA requires a response to this solicitation to be valid and irrevocable for 90 working days after submittal date and time.

16. COMMUNICATION WITH MISA OFFICIALS

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- 16.1.** Bidders and their representatives may not communicate with MISA officials except in writing. Bidders and their representatives must communicate in the manner set forth in this Bid. There shall be no communication with MISA officials except as may be reasonably necessary to carry out the procedures specified in this Bid. Nothing herein prohibits bidders and their representatives from making oral statements or presentations in public to one or more MISA officials during a public meeting.

17. CONFIDENTIALITY

- 17.1** All responses to this Bid become property of MISA and submissions after closing of bid may be subject to public inspection and disclosure in accordance with the MISA SCM Policy and provisions of applicable legislation.

18. QUESTIONS AND REQUESTS FOR CLARIFICATIONS

- 18.1** Bidders must carefully examine the bid documents and in the event of doubt of anything contained in the documents;

- 18.2** All enquiries should be made at the briefing session and can be made in writing seven (07) working days before the closing date of the Bid. For queries please contact the following person:

Ms L. Tyikwe

E-mail: lumka.tyikwe@misa.gov.za

Annexure A: Pricing Structure Per Item									
Personal Protective Equipment and Clothing									
ITEM	Qty	Year 1 Price per Unit	Year 1 Total Price	Year 2 Price per Unit	Year 2 Total Price	Year 3 Price per Unit	Year 3 Total Price	Total	
(A) Workuits/ overall (2 per person)	2460								
(B) T-shirt (2 per person)	2460								
(C) Rainsuit (1 per person)	1230								
(D) Freezer Jacket (1 per person)	1230								
(E) Reflective Vest (1 person)	1230								
(F) Safety Shoes all trades (1 pair per person)	1230								
(G) Water/Gumboots (only for Bricklayers & Plumbers 1 pair per person)	120								
(H) Hardhats (1 per person)	1230								
(I) Dust Mask (20 pcs per person)	24600								
(J) Safety Goggles (1 pair per person)	1230								
(K) Ear plugs (2 pcs per person)	2460								
(L) Gloves: Electrical (1 pair per person)	285								
(M) Gloves: Plumber (1 pair per person)	60								
(N) Gloves: Bricklaying (1 pair person)	60								
(O) Gloves: Diesel & Motor Mechanic (1 pair per person)	120								
(P) Safety Socks (2 pairs per person)	2460								

Tools of Trade (Q)								
Trade	Qty	Year 1 Price per set	Year 1 Total Price	Year 2 Price per set	Year 2 Total Price	Year 3 Price per set	Year 3 Total Price	Total
Electrical	95							
Plumbing	20							
Bricklaying	20							
Motor Mechanic	20							
Diesel Mechanic	20							
Total (Q)								

DELIVERY PRICING PER PROVINCE (R)				
Province	Year 1 Pricing	Year 2 Pricing	Year 3 Pricing	Total Pricing
Kwa Zulu Natal				
Gauteng				
Free State				
Eastern Cape				
Mpumalanga				
North West				
Northern Cape				
Western Cape				
Limpopo				
Total				
Total (R)				

Pricing Summary	Amount	VAT @ 15%	Total
Total (A)			
Total (B)			
Total (C)			
Total (D)			
Total (E)			
Total (F)			
Total (G)			
Total (H)			
Total (I)			
Total (J)			
Total (K)			
Total (L)			
Total (M)			
Total (N)			
Total (O)			
Total (P)			
Total (Q)			
Total (R)			
Grand Total			

Pricing for year 2 and year 3 should include price escalation rates as per the CPI%

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON			CONTACT PERSON		
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS			E-MAIL ADDRESS		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA .
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

**BID PRICE IN RSA CURRENCY
** (ALL APPLICABLE TAXES INCLUDED)**

Item No.	Item Description	QTY	Unit Price	Total Price (vat exclusive)	Total Price (vat inclusive)

- Required by:
- At:
.....
- Brand and model
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
*Delivery: Firm/not firm
- Method of Delivery

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 2.1 Full Name of bidder or his or her representative:
 - 2.2 Identity Number:
 - 2.3 Position occupied in the Company (director, trustee, shareholder²):
 - 2.4 Company Registration Number:
 - 2.5 Tax Reference Number:
 - 2.6 VAT Registration Number:
 - 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? YES / NO

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO

2.7.2.1 If yes, did you attached proof of such authority to the bid document? YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

[illegible]

YES/NO

[illegible]

YES/NO

[illegible][illegible]

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH
23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE
FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

May 2011

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	
B-BBEE STATUS LEVEL OF CONTRIBUTOR	
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **"QSE"** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 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

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME ✓	QSE ✓
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		

Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of
company/firm:.....

8.2 VAT registration
number:.....

8.3 Company registration
number:.....

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
☐ One person business/sole propriety
☐ Close corporation
☐ Company
☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

8.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
☐ Supplier
☐ Professional service provider
☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
 iv) If the B-BBEE status level of contributor has been claimed or obtained on a

fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1.

2.

.....
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

.....

.....

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedfi.gov.za/Industrial development/lp.jsp](http://www.thedfi.gov.za/Industrial%20development/lp.jsp) at no cost.

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. Definitions

- 2.1. "bid" includes written price quotations, advertised competitive bids or proposals;
- 2.2. "bid price" price offered by the bidder, excluding value added tax (VAT);
- 2.3. "contract" means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. "designated sector" means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production; where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. "duly sign" means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.6. "Imported content" means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. "local content" means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. "stipulated minimum threshold" means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. "sub-contract" means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.
3. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES		NO	
-----	--	----	--

- 4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thdti.gov.za/industrial_development/ip.isp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below. Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations

C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of (name of bidder
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Local Content Declaration - Summary Schedule

Tender No.	
Tender description/lot:	
Designated product(s)	
Tender Authority:	
Tendering Entity name:	
Tender Exchange Rate:	
Specified local content %:	

Note: VAT to be excluded from all calculations

8

[illegible]

8. Economy and development of the region

100

SAT 2301.900

1201
 1202
 1203
 1204
 1205
 1206
 1207

Vendor No.	
Vendor description	
Organized Products	
Vendor Authority	
Funding Policy notes	
Vendor Exchange Rate	Rate

State was to be ordered from
a **national** store

24	3.50
----	------

Q12: £ 22.00

[illegible]

July Total amount imported value

11/15/2010 10:00 AM
Page 1 of 1

[illegible]

IRIS/Total improved value by owner

[illegible]

(04) Total interest taken by 3rd class

[illegible]**Exposition of the text of the law, January 21**

(002) Total of foreign currency payments declared by transferor and/or transferee

(D12) Total of imported goods & foreign currency payments - (D12), (D17) & (D18) above

Index

[illegible]

Annex E

SATS 1286.2011

Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.	
(E2)	Tender description:	
(E3)	Designated products:	
(E4)	Tender Authority:	
(E5)	Tendering Entity name:	

Note: VAT to be excluded from all calculations

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
(E9) Total local products (Goods, Services and Works)			

(E10)	Manpower costs	(Tenderer's manpower cost)	
(E11)	Factory overheads	(Rental, depreciation & amortisation, utility costs, consumables etc.)	
(E12)	Administration overheads and mark-up	(Marketing, insurance, financing, interest etc.)	

(E13) Total local content	
This total must correspond with Annex C - C24	

Signature of tenderer from Annex B

Date: _____

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		

4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

SBD 8

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js365bW

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the Invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

SBD 9

10. 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 No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js914w 2