

## PA-03 (GS): NOTICE AND INVITATION FOR QUOTATION

THE DEPARTMENT OF PUBLIC WORKS INVITES BIDDERS FOR THE PROVISION OF *description of works*

<b>Project description:</b>	<b>CT: SEA POINT: RESIDENTIAL: SUPPLY &amp; INSTALLATION OF 60KVA SILENT DIESEL GENERATOR AND RELATED WORKS</b>
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<b>Quote no:</b>	200D21015	<b>Closing date:</b>	8/11/2021
<b>Closing time:</b>	11H00	<b>Validity period:</b>	30 days

Only bidders who are responsive to the following responsiveness criteria are eligible to submit bids:

<input checked="" type="checkbox"/>	Bid offer must be properly received on the bid closing date and time specified on the invitation, fully completed and signed in ink.
<input type="checkbox"/>	Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the Legal Entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.
<input type="checkbox"/>	Submission of other compulsory returnable schedules / documents as per (PA-09 (GS)): List of returnable documents.
<input checked="" type="checkbox"/>	Submission of (PA-11): Declaration of Interest and Bidder's Past Supply Chain Management Practices.
<input checked="" type="checkbox"/>	Submission of (PA-29): Certificate of Independent Bid Determination.
<input type="checkbox"/>	Copy of joint venture agreement if bidder is a joint venture and / or consortium.
<input checked="" type="checkbox"/>	Registration on National Treasury's Central Supplier Database (CSD)
<input checked="" type="checkbox"/>	Compliance with Pre-qualification criteria for Preferential Procurement
<input type="checkbox"/>	Compliance to Local Production and Content requirements
<input checked="" type="checkbox"/>	Use of correction fluid is prohibited
<input checked="" type="checkbox"/>	PA40, PA16, Fully completed pricing schedule with total carried over to the PA32
<input checked="" type="checkbox"/>	Registration on the CIDB as a 1 EB/EP or higher

**Compliance with Pre-qualification criteria for Preferential Procurement (Tick where applicable)**

<input type="checkbox"/>	A tenderer having stipulated minimum B-BBEE status level of contributor;
	<input checked="" type="checkbox"/> Level 1 <b>Or</b> <input type="checkbox"/> Level 2

**Points scoring system applicable for this bid:**

<input checked="" type="checkbox"/> 80/20 points scoring system
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**Indicate the Price weighting applicable to this bid:**

	<b>Weighting percentage (must add up to 100 %)</b>
<b>Price:</b>	100% of 80 points
<b>Total:</b>	100%

**Preference Points awarded according to the B-BBEE Status Level of Contribution**

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

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In terms of Regulation 6(2) and /or 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 (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- In the case of Exempted Micro Enterprises (EME) and Qualifying Small Business Enterprise (QSE) a valid Sworn Affidavit must be submitted with the bid offer
- bidders other than EME or QSE must submit an original or certified copy of the B-BBEE Status Level Verification Certificate in order to qualify for preference points for B-BBEE
- A tender must submit of its proof of its B-BBEE status level of contributor
- A tender failing to submit proof of B-BBEE status level of contributor or is a non-compliant contributor to B-BBEE may not be disqualified
- A tenderer may not be awarded points for B-BBEE status level of contributor if the tender documents indicate that the tenderer intends subcontracting more than 25% of the tender value of the contract to any other person not qualifying for at least the points that the tenderer qualifies for; inless the intended subcontractor is an EME that has the capability to execute the subcontract.

**COLLECTION OF BID DOCUMENTS:**

All quotations must be completed on the official forms provided with this invitation and completed in ink, preferably black. Completed forms must be delivered to the Department of Public Works at the following address or faxed to the fax number below.

This quotation is subject to the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract. Attached Terms and Conditions should be signed and submitted with the official documents.

The taxes of the successful bidder must be in order, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations. The attached (PA-07) form "Application for Tax Clearance Certificate", must be completed in all respects and submitted to the Receiver of Revenue where the bidder is registered for tax purposes.

- Bid documents may be collected during working hours on *insert date* at the following address *insert physical address insert postal code*.
- Bid documents are available for free download on e-Tender portal [www.etenders.gov.za](http://www.etenders.gov.za)
- A non-refundable bid deposit of R \_\_\_\_\_ is payable, (Cash only) is required on collection of the bid documents.

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- A **select** pre-bid meeting with representatives of the Department of Public Works will take place at **insert address** on **dd/mm/yyyy** starting at **insert time**.

**ENQUIRIES RELATED TO BID DOCUMENTS MAY BE ADDRESSED TO:**

<b>DPW Project Leader:</b>	Luvuyo Rasmeni	<b>Telephone no:</b>	082 454 1487
<b>Cell no:</b>		<b>Fax no:</b>	
<b>E-mail:</b>	luvuyo.rasmeni@dpw.gov.za		

**DEPOSIT / RETURN OF BID DOCUMENTS:**

The closing time for receipt of bids is **11h00** on **8/11/2021**.

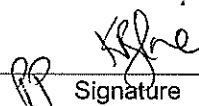
Telegraphic, telephonic, telex, facsimile, electronic and / or late bids will not be accepted.

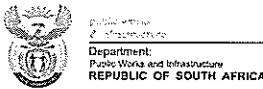
Requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the bid advertisement.

All bids must be submitted on the official forms – (not to be re-typed)

<p><b>BID DOCUMENTS MAY BE POSTED TO:</b></p> <p><b>THE DIRECTOR -GENERAL          NATIONAL DEPARTMENT OF PUBLIC WORKS          PRIVATE BAG X <i>insert bag no</i>  <i>insert town</i>  <i>postal code</i></b></p> <p><b>ATTENTION:          PROCUREMENT SECTION: ROOM <i>room no</i></b></p>	OR	<p><b>DEPOSITED IN THE TENDER BOX AT:</b></p> <p><b><i>Customs House          Ground Floor          Lower Heerengracht          Cape Town</i></b></p>

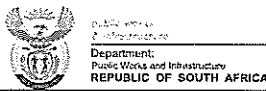
**COMPILED BY:**

L Rasmeni		PL	22/10/2021
Name of Project Leader	Signature	Capacity	Date



## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>					
BID NUMBER:	200D21015	CLOSING DATE:	8/11/2021	CLOSING TIME:	11h00
DESCRIPTION	CT: SEA POINT: RESIDENTIAL: SUPPLY & INSTALLATION OF 60KVA SILENT DIESEL GENERATOR AND RELATED WORKS				
<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (DPW04.1 GS or DPW04.2 GS).</b>					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Hand deliver to the Tender Box, Customs House, ground floor, Lower Heerengracht, Cape Town.					
<b>OR POSTED TO:</b>					
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER		CODE		NUMBER	
CELLPHONE NUMBER					
FACSIMILE NUMBER		CODE		NUMBER	
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
		TCS PIN:		OR	CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]		<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT <input type="checkbox"/> Yes <input type="checkbox"/> No	
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX		<input type="checkbox"/> AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) <input type="checkbox"/> A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS) <input type="checkbox"/> A REGISTERED AUDITOR NAME:			
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
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 PART B:3 BELOW]	
SIGNATURE OF BIDDER		.....		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)					
TOTAL NUMBER OF ITEMS OFFERED				TOTAL BID PRICE ('ALL APPLICABLE TAXES)	
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>			<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>		
DEPARTMENT/ PUBLIC ENTITY			CONTACT PERSON		
CONTACT PERSON			TELEPHONE NUMBER		
TELEPHONE NUMBER			FACSIMILE NUMBER		



FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1.</b>	<b>BID SUBMISSION:</b>	
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 ONLINE	
1.3.	BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: ( BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.	
1.4.	WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.	
1.5.	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 LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.	
<b>2.</b>	<b>TAX COMPLIANCE REQUIREMENTS</b>	
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.	
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.	
2.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
<b>3.</b>	<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>	
3.1.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.2.	DOES THE BIDDER HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.3.	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.4.	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p><b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</b></p>		

**NB:** FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. AN ORIGINAL OR CERTIFIED COPY OF THE B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE.

**Note Well:**

- a) In respect of non VAT vendors the bidders may not increase the bid price under Section 67(1) of the Value Added Tax Act of 1991 where the relevant transaction would become subject to VAT by reason of the turnover threshold being exceeded and the bidder becomes liable for VAT.
- b) **All delivery costs must be included in the bid price, for delivery at the prescribed destination.**
- c) The price that appears on this form is the one that will be considered for acceptance as **a firm and final offer.**
- d) The grand total in the pricing schedule(s), inclusive of VAT, attached to the bid offer must correlate and be transferred to this form (PA32).
- e) Where there are inconsistencies between the grand total price offer in the pricing schedule(s) and the PA32 price offer, the price offer on the PA32 shall prevail and deemed to be firm and final. No further correspondence shall be entered into in this regard.

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<sup>1</sup> All applicable taxes” includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies

# **CAPE TOWN: SEAPOINT: RESIDENTAIL: SUPPLY AND INSTALLATION OF 60KVA SILENT DIESEL GENERATOR AND RELATED WORKS**

## **TERMS OF REFERENCE:**

### **1. Scope of Work**

Supply, Transportation, Rigging, Installation, Testing, Commissioning and maintenance of Diesel Generator as specified in this document.

This will include for construction of all other work listed in the pricing schedule required from the Service Provider for the installation of the equipment.

## **REQUIREMENTS FROM THE BIDDER**

### **2. Registration:**

The bidding service provider must be registered in terms of the DoL and NBCEI (National Bargaining Council for the Electrical Industry of South Africa, as proof thereof; a copy of registration must be attached with the bid document.

### **3. ELIGIBILITY CRITERIA**

**ONLY THOSE CONTRACTORS WHO POSSESS THE FOLLOWING MINIMUM COMPETENCIES, WILL HAVE THEIR QUOTATIONS EVALUATED FURTHER IN THE BIDDING PROCESS:**

- (a) Who are CIDB registered as 1EB/<sup>EP</sup> or higher;
- (b) Who can demonstrate to have successfully completed two projects relating to the supply, delivery, installation and commissioning of generators in the past 5 years. Contractors must attach to their bid documents, proof in a form of award letters or SLAs or order documents or completion certificates, clearly indicating project title, client, amounts and contact details for validating the claim;
- (c) Who can demonstrate to possess, or have access to, a qualified electrician with a minimum of N3 in Electrical Engineering licence and three years' experience. Contractors to attach the certificate and the CV of the electrician.
- (d) The Certificate of Compliance should be issued by an Electrician in possession of wireman's certificate.

Failure to attach the information required shall result in the contractor being ineligible to participate further in the process

## **SPECIFICATION:**

### **1. Test Certificates and Inspections**

The following tests are to be carried out:

- (a) After completion of the works and before hand over, a full test will be carried out on the installation for a period of sufficient duration to determine the satisfactory working thereof. During this period the installation will be inspected and the contractor shall make good, to the satisfaction of the DPWI representative, any defects which may arise.
- (b) The Service Provider shall provide all instruments and equipment required for testing and any water, power and fuel required for the commissioning and testing of the installation at completion.
- (c) Test reports as specified under (a) is to be submitted to the Department of Public Works and Infrastructure.

### **2. Guarantee**

The equipment shall be installed with a twelve months manufacturer's warranty.

If during this period the equipment is not in good working order, or not working satisfactorily owing to faulty material, design or workmanship, the Service Provider will be notified and immediate steps shall be taken by him to rectify the defects and/or replace the affected parts on site at his own expense.

During this period the Service Provider will undertake to arrange that the equipment be inspected at least once every three (3) months and shall: -

- (a) Grease and oil moving parts, where necessary.
- (b) Check the air filter and, when necessary, clean the filter and replace oil filter.
- (c) Check the lubricating oil and top-up when necessary.
- (d) After the equipment has run one oil change for the number of hours stipulated by the manufacturers, drain the sump and refill with fresh lubricating oil. The reading of the hour meter on the switchboard will be taken to establish the number of hours run by the equipment.
- (d) Replace the lubricating oil filter element at intervals recommended by the engine manufacturer.
- (f) Check and when necessary adjust the valve settings and the fuel injection equipment.
- (g) Check the battery and top-up the electrolyte when necessary.



- (h) Test-run the equipment for 0,5 hour on a weekly basis and check the automatic starting with simulated faults on the mains, the proper working of all parts, including the electrical gear the protective devices with fault indicators, the changeover equipment and the battery charger. Then make the necessary adjustments.
- (i) Clean the equipment and its components.

### **3. Materials and Workmanship**

- (a) The work throughout shall be executed to the highest standards and to the entire satisfaction of the DPWI Representative in charge who shall interpret the meaning of the Contract Document and shall have the authority to reject any work and materials which, in his judgement, are not in full accordance therewith. All condemned material and workmanship shall be replaced or rectified as directed and approved by the DPWI Representative in-charge.
- (b) All work shall be executed in a first-class manner by a qualified tradesman.

### **SERVICE PROVIDER TECHNICIAN:**

1. The Contractor shall warrant that the materials and workmanship shall be of the highest grade, that the equipment shall be installed in a practical and first-class manner in accordance with the best practices, ready and complete for full operation.
2. It is specifically intended that all material or labour which is usually provided as part of such equipment as is called for and which is necessary for its proper completion and operation shall be provided without additional cost whether or not shown or described in the contract document.
3. All components and their respective adjustment, which do not form part of the equipment installation work, but influence the optimum and safe operation of the equipment shall be considered to form part of, and shall be included in the project's scope of works.
4. All control equipment and serviceable items shall be installed and positioned such that they will be accessible and maintainable.
5. The Contractor shall make sure that all safety regulations and measures are applied and enforced during the installation and guarantee periods to ensure the safety of the public and the User Client.

### **4. Imported Content**

This pricing of equipment will not be subject to fluctuations in the rate of exchange.

## 5. **Brochures**

Detailed brochures of all equipment offered shall be presented together with the tender documents.

## 6. **Submittals**

The following information must accompany the tender documents

- (a) The design of the control system to comply with the requirements for automatic starting, stopping, interlocking and isolation as specified.
- (b) Curves furnished by the engine makers, showing the output of the engine offered against the speed, for both intermittent and continuous operation as well as fuel consumption curves when the engine is used for electric generation

The successful Tenderer must, after installation, submit detailed drawings and wiring diagrams of the equipment and the switchgear.

### **New Generator**

The engine must comply with the requirements as laid down in BS 5514 and must be of the atomised injection, compression ignition type, running at a speed not exceeding 1500 r.p.m, 400V , 3phase, 50HZ, prime output rating 500kVa, and 0.8 PF at an altitude of 2200m ASL and 30°C.

The engine must be amply rated for the required electrical output of the set, when running under the site conditions. The starting period for either manual or automatic switching-on until the taking over by the generating set, in one step, of a load equal to the specified site electrical output, shall not exceed 15 seconds. This must be guaranteed by the Tenderer.

## 7. **Rating**

The set shall be capable of delivering the specified output continuously under the site conditions, without overheating. The engine shall be capable of delivering an output of 50 % of the specified output for one hour in any period of 6 hours consecutive running in accordance with BS 5514.

### **a. De-Rating**

The engine must be de-rated for the site conditions as set in the Technical Specification, Section 3 of this document.

The de-rating of the engine for site conditions shall be strictly in accordance with BS 5514 of 1977 as amended to date. Any other methods of de-rating must have the approval of the GPAA and must be motivated in detail. Such de-rating must be guaranteed in writing and proved by the successful Tenderer at the site test.

## **b. Starting and Stopping**

The engine shall be fitted with an electric starter motor and be easily started from cold, without the use of any special ignition devices under summer as well as winter conditions.

Tenderers must state what arrangements are provided to ensure easy starting in cold weather. Full details of this equipment must be submitted. In the case of water cooled engines, any electrical heaters shall be thermostatically controlled. The electrical circuit for such heaters shall be taken from the control panel, and must be protected by a suitable circuit breaker.

## **c. Starter Battery**

The set must be supplied a fully charged lead-acid type battery, complete with necessary electrolyte. The battery must have sufficient capacity to provide the starting torque stipulated by the engine makers. The battery capacity shall not be less than 80 Ah and shall be capable of providing three consecutive start attempts from cold and thereafter a fourth attempt under manual control of not less than 20 seconds duration each. The battery must be of the heavy duty "low maintenance" type, housed in a suitable battery box.

## **d. Automatic Change-over System**

A fully automatic change-over system must be provided to isolate the mains supply and connect the standby set to the outgoing feeder in case of a mains failure and reverse this procedure on return of the mains.

## **e. By-pass Switch and Main Isolator**

The switchboard shall be equipped with an on-load isolator to isolate the mains and a manually operated on-load by-pass switch, which shall either connect the incoming mains to the automatic control gear or directly to the outgoing feeder. In the latter position the automatic control gear, including the main contractors, shall be isolated for maintenance purposes. It shall not be possible to start the engine except with the selector switch in the "TEST" position.

It is required that this by-pass switch and mains isolator be mounted away from the automatic control gear, in a separate compartment either on the side or in the lower portion of the switchboard cubicle, and that the switches operated from the front of the compartment.

## **f. Start Delay**

Starting shall be automatic in event of a mains failure. A 0-15 second adjustable start delay timer shall be provided to prevent start-up on power trips or very short interruptions.

### **g. Stop Delay**

A stop delay with timer is required for the set, to keep the set on load for an adjustable period of one to sixty seconds after the return of the mains supply, before changing back to the supply. An additional timer shall keep the set running for a further adjustable cooling period of 5 to 10 minutes at no-load before stopping.

### **8. Installation**

Except for the supply of the incoming mains cable and outgoing feeder cables, the tenderer must include for the complete installation and wiring of the equipment in running order, including the connection of the incoming cable and outgoing feeder cables.

The connecting of the cable and control cabling to the generator and the control terminals in the LV board remains the responsibility of the tenderer.

### **9. Warning Notices**

Notices must be installed in the generator.

The contents of these notices are summarised below.

- (a) Unauthorised entry prohibited.
- (b) Unauthorised handling of equipment prohibited.
- (c) Procedure in case of electric shock.
- (d) Procedure in case of fire.

The successful bidder must consult the Occupational Health and Safety Act 83 of 1993 and get approval of the wording from the DPWI representative, prior to ordering the notices.

Lettering must be black on a yellow background.

Notices (a) must be installed outside next to the entrance of the generator and (b-d) inside the generator room.

In the generator, clearly legible and indelible warning notice must be mounted in a conspicuous position.

The motive shall be made of a non-corrodible and non-deteriorating material, preferable plastic, and must read as follows:

## TECHNICAL SPECIFICATION

### 1. General

The DPWI is seeking to appoint a sufficiently experienced service provider to supply, transportation, rigging, installation, testing, commissioning of diesel generator at the DPWI facility.

### 2. Objective

To provide an added level of assurance to occupants operations by ensuring uninterrupted power supply in the event of a power outage.

### 3. Scope of Work

- The service provider must supply, install and commission the Emergency Power Supply System to feed the facility.
- All work and equipment shall be in accordance with the approved SABS Standards and shall comply with the Occupational Health and Safety Act, No 85 of 1993 and current regulations of all other codes applicable to this work.
- It is the contractor's responsibility to ensure that all circuits are designed to carry the load. The contractor must ensure that the phases are properly balanced.
- Circuit breakers, isolators and wiring to be correctly sized for each unit as per SANS 10142 wiring regulations.
- The Contractor shall ensure that 200L fuel is provided for testing and commissioning.
- The contractor is responsible to provide cable routes and cabling from main DB to the Generator set.
- PVC Conduit should be terminated in wall or extension boxes by means of adaptors.
- Earth continuity shall be maintained throughout the complete installation.

This installation must comply fully with all the section of this document. This technical specification is supplementary to the Equipment Requirements, Section must be read together with the pricing schedule where they are at variance the pricing schedule Specification shall apply.

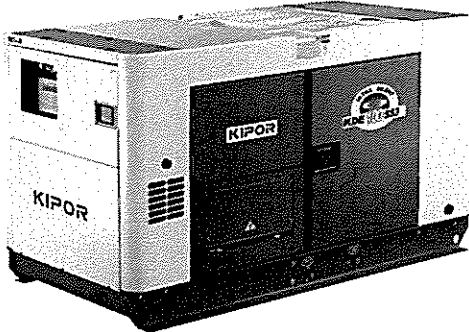
### 4. Cabling

The contractor will be responsible for all electrical cable connections associated with the complete generating set installation.

The Contractor shall ensure adequate provision of cable for a distance approximately 70m from the generator to the MLV Board and substation, subject

to full measurement on site. Also note that the amount quoted for this item is to be used in part or in full at the discretion of the client (DPWI)

**5. Detailed Specifications**

ITEM	DESCRIPTION	QTY	PICTURE / DRAWING / NOTES
6.1	<p><b>Generators:</b>  <b>Ultra-Silent Generator (New Generator)</b></p> <ul style="list-style-type: none"> <li>• Three-phase,</li> <li>• Supply, delivery and installation of a 60kVA (3 phase) self-contained automatic starting standby diesel alternator set, as specified hereafter. The Engine shall be a Diesel Fuelled, cold starting liquid cooled, compression ignition, direct injection industrial type as complying with BS5514 part 1-5as amended and the cooling system shall be thermostatically controlled entirely self-contained and shall consist of a Radiator, fan and Circulating pump as per PW 722 specification. The following form part of genset: 100A, Integrated Automatic change Over Switch Integrated into Generator panel. Water jacket heater, fuel level indicator, fire fuse link shut off system, drip tray, battery charger, battery charger amp meter, canopy lights, fuel filling pump, Anti vibration mounts. 1. Starting Batteries and Leads. 2. 210L Base mounted Fuel Tank. 3. Set Mounted Exhaust System. 4. Set Mounted AMF control panel with ATS with mains and Alternator MCB. 5. Weather and Sound Proof Enclosure from 3CR12 Powder Coated Stainless Steel 6. Alternator and Engine Manuals. 7. Controller setup file with settings on Flash Drive. 8. Electrical 8. Wiring Diagram.</li> </ul>	1	<div style="text-align: center;">  </div> <p><i>*Please note that the attached picture is for illustration purposes only.</i></p>
6.2	<b>Compliance:</b>		
6.2.1	<ul style="list-style-type: none"> <li>• 12 months warranty</li> </ul>		

6.2.2	<ul style="list-style-type: none"> <li>• Certificate of compliance (COC) after installation, testing and commissioning</li> <li>• Installation circuit diagram</li> </ul>		
<b>6.3</b>	<b><u>Site Assessment</u></b>		
6.3.1	Site assessment will not be permissible.		
<b>6.4</b>	<b><u>Transportation, rigging, and installation to Sea Point, residential house.</u></b>		
<b>6.5</b>	<b><u>Service Level agreement</u></b>		
6.5.1	<p>The SLA will provide for the following:</p> <ul style="list-style-type: none"> <li>•Escalation procedure on who to contact in case of a problem/emergency experienced</li> <li>•Turn-around time on responding to call-outs: <ul style="list-style-type: none"> <li>Normal call-outs: 8 hours</li> <li>Emergency call-outs: 1 hour</li> </ul> </li> <li>•Turn-around time on resolving faults: 1 day</li> </ul>		

### **Completion Time**

The Contractor shall ensure that the generator is commissioned within 3 months after the awarding.

BIDDER TO COMPLETE THE BELOW AS THEIR PROPOSAL OR ALTERNATIVELY WHERE A BROCHURE HAS BEEN SUPPLIED, BIDDERS MUST INDICATE A PAGE NUMBER OF THE BROCHURE AS REFERENCE, IN THE SPACE PROVIDED BELOW:

**SCHEDULES OF EQUIPMENT**

1     **ENGINE**

1.1   **COMMERCIAL**

Name of Manufacturer \_\_\_\_\_

Country of Origin \_\_\_\_\_

Manufacture Type No. \_\_\_\_\_

Make of fuel injection system \_\_\_\_\_

Make of governor \_\_\_\_\_

Governor type no. \_\_\_\_\_

1.2   **MECHANICAL DATA**

Nominal speed (rpm) \_\_\_\_\_

Number of cylinders \_\_\_\_\_

Strokes per working cycle \_\_\_\_\_

Bore (mm) \_\_\_\_\_

Stroke (mm) \_\_\_\_\_

Swept volume (litres) \_\_\_\_\_

Mean piston speed (m/s) \_\_\_\_\_

Compression ratio \_\_\_\_\_

Method of starting \_\_\_\_\_

Number of starter motors \_\_\_\_\_

Method of cooling \_\_\_\_\_

Type of heater \_\_\_\_\_



Capacity of heater (kW) \_\_\_\_\_

Method of protection against high temperature and low oil pressure \_\_\_\_\_

Mass of engine (kg) \_\_\_\_\_

Is the engine turbo-charged? (yes/no) \_\_\_\_\_

1.3 RATING

Continuous standby sea level rating after allowing for ancillaries (kW) \_\_\_\_\_

Percentage conditions: (%) Derating for site  
\_\_\_\_\_

For altitude (%) \_\_\_\_\_

For temperature (%) \_\_\_\_\_

For humidity (%) \_\_\_\_\_

Total percentage derating \_\_\_\_\_

Nett continuous site output \_\_\_\_\_

Minimum time for assumption of full load (s) \_\_\_\_\_

Are performance curves attached (yes/no) \_\_\_\_\_

Is the engine strictly in accordance with specification (yes/no) \_\_\_\_\_

1.4 MAINTENANCE INTERVALS

Lubricating oil change after (hours) \_\_\_\_\_

Oil filter element change after \_\_\_\_\_

(hours)

Fuel filter element change after  
(hours)

\_\_\_\_\_

Air filter element change after  
(hours)

\_\_\_\_\_

1.5 PERFORMANCE

Fuel consumption of the complete  
set at site in litres of  
electrical output:

Full  
load

\_\_\_\_\_

70% load

\_\_\_\_\_

50%  
load

\_\_\_\_\_

2 ALTERNATOR

2.1 COMMERCIAL

Name of Manufacturer

\_\_\_\_\_

Country of origin

\_\_\_\_\_

Manufacturer's type No.

\_\_\_\_\_

2.2 ELECTRICAL DATA

Terminal voltage

\_\_\_\_\_

Method of excitation

\_\_\_\_\_

Transient voltage dip after  
instantaneous application of  
full load

\_\_\_\_\_

Voltage recovery (ms)

\_\_\_\_\_

Steady state voltage  
regulation

\_\_\_\_\_

Class of winding insulation  
(F/H/200)

---

Is the alternator brushless?  
(yes/no)

---

Is the insulation tropicalised?  
(yes/no)

---

2.3 **MECHANICAL DATA**

Nominal speed (rpm)

---

Maximum percentage overspeed

---

Number of bearings

---

Type of bearings

---

Mass of alternator (kg)

---

Type of enclosure

---

2.4 **PERFORMANCE**

Derating for site conditions (%)

---

Efficiency @ Cos Phi (lagging)

---

Full load (%)

---

75% Load

---

50% Load

---

3 **CONSTRUCTION**

3.1 **GENERAL DETAILS**

Type of base

---

Type of coupling

---

Type of battery

---

Voltage of battery (V)

---

Capacity of battery (Ah)

---

Capacity of fuel service  
Tank (litres)

---

Are electric fuel pumps  
provided (yes/no)

---

Type of silencer

---

## PRICING SCHEDULE

In order for your quotation to be considered please complete this pricing schedule and submit it together with the attached PA32 (Invitation to Bid), PA11, PA29 & PA40 forms.

**Pricing**

- Total offer to be carried over to the PA32 (Invitation to Bid)
- All prices to be inclusive of Value Added Tax – VAT
- All prices to be completed on this official form

**ARE YOU A VAT VENDOR: YES / NO**

**IF YES, PLEASE INDICATE VAT REGISTRATION NUMBER:**

.....

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	PRELIMINARIES				
	OCCUPATIONAL HEALTH AND SAFETY				
1.1	Preparation of the Contractor's site specific Health and Safety Plan including Method Statement for COVID-19	Item	1		
1,2	Contractor's initial obligations in respect of the Occupational Health and Safety Act and Construction Regulations and Covid-19 Including all Personal Protective Equipment, masks, sanitiser, waste bin, thermometer, etc.	Item	1		
2	MANAGEMENT OF WORKS				
2,1	Allowance for all overhead costs relating to the project	Item	1		

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	SCOPE OF WORKS				
3	60kVA 400V Generator Silent unit complete				
	<p>The manufacturing, supply, delivery and installation of a 60kVA (3 phase) self-contained automatic starting standby diesel alternator set, as specified hereafter.</p> <p>The Engine shall be a Diesel Fuelled, cold starting liquid cooled, compression ignition, direct injection industrial type as complying with BS5514 part 1-5as amended and the cooling system shall be thermostatically controlled entirely self- contained and shall consist of a Radiator, fan and Circulating pump as per PW 722 specification.</p> <p>The following form part of genset: 100A, Integrated Automatic change Over Switch Integrated into Generator panel. Water jacket heater, fuel level indicator, fire fuse link shut off system, drip tray, battery charger, battery charger amp meter, canopy lights, fuel filling pump, Anti vibration mounts.</p> <p>1. Starting Batteries and Leads. 2. 210L Base mounted Fuel Tank. 3. Set Mounted Exhaust System. 4. Set Mounted AMF control panel with ATS with mains and Alternator MCB. 5. Weather and Sound Proof Enclosure from 3CR12 Powder Coated Stainless Steel</p> <p>6. Alternator and Engine Manuals. 7. Controler setup file with settings on Flash Drive. 8. Electrical</p> <p>8. Wiring Diagram</p>				
	Supply	No	1		
	Install	No	1		
4	LUBRICATION, OILS AND DIESEL				
	Supply and fill up to 100% all required lubications to run generator including diesel. Tank shall be a 1000L capacity.	No	1		

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
5	EARTHWORKS FOR CONCRETE PLINTH				
	Trenching in soil and grass (excluding Tar, Concrete and Paving)				
5,1,1	Soft excavation in reduce levels not exceeding 2m deep	M3	3		
5,1,2	Risk of collapse to sides of trenches and holes not exceeding 1.5m	m2	5		
5,1,3	Keep excavation free from water	item	1		
5,1,4	25mm sandbed filling	m2	6		
5,1,5	G3 filling compacted to 95% ModAASHTO density	m3	1		
5,2	Site cast Concrete Plinth				
	Supply and install with all material required				
5,2,1	30Mpa/19mm concrete	m3	1		
5,2,2	245micron damp proof membrane	m2	6		
5,2,3	ref 245 mesh reinforcement	m2	12		
5,2,4	smooth finish concrete slab with wooden float	m2	6		
6	CABLES, WIRING AND EARTHWIRE				
	Supply and install the following armoured PVC sheathed copper LT cables including terminations, glands, shroud, lugs, clamping, supports and all accessories.				
	NOTE: For ordering of cables, measurement shall NOT be taken from this bill. Actual cable lengths shall be measured on site for ordering and installation purposes.				

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
6,1	TRENCHING AND BACKFILL FOR CABLE				
6,1,1	Excavation for trench not exceeding 2 meters deep	m3	2		
6,1,2	Backfilling with excavated materials to trenches and holes	m3	2		
6,1,3	Danger tape placed 150mm above cable	m3	20		
6,1,4	Remove and re-install paving	m <sup>2</sup>	6		
6,2	CABLES				
6,2,1	25mm <sup>2</sup> 4 core PVC insulated PVC bedded *SWA PVC sheathed 600/1000V cables with copper conductors and manufactured to SANS 1507-3.				
	Supply	m	20		
	Install	m	20		
6,2,2	1,5mm <sup>2</sup> PVC 8 pair multicore SWA control cable				
	Supply	m	20		
	Install	m	20		
6,3	BARE COPPER EARTH WIRE				
	Supply and install 600/1000V conductors and bare stranded copper conductors on wire ways or trenching including terminations for earthing in accordance with the specification and drawings.				
	16 mm <sup>2</sup> Bare Copper Earth Wire				
	Supply	m	25		
	Install	m	25		



ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
6,4	<b>EARTHING ASSECCORIES</b>				
	Supply and install 1.2 m long copper coated earthspike incl earth clamp and earth coupling onDistribution Board.				
	Supply	m	2		
	Install	m	2		
6,5	<b>CABLE TERMINATIONS</b>				
	Termination of LV cable as specified including connection of conductors, cable lugs, captive glands, shrouds, etc. for the following cable sizes.				
6,5,1	25mmm <sup>2</sup> 4 core PVC				
	Supply	item	5		
	Install	item	5		
6,5,2	16 mm <sup>2</sup> Bare Copper Earth Wire				
	Supply	item	3		
	Install	item	3		
6,6	<b>CABLE JOINTS</b>				
	25mmm <sup>2</sup> 4 core PVC				
	Supply	item	2		
	Install	item	2		
6,7	<b>CABLE SLEEVES</b>				
	50 mm dia cable flex				
	Supply & Install	m	20		

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
7	SERVICE THE EXISTING DISTRIBUTION BOARD/PANEL				
7,1	10kA surge arrestor for main distribution board				
	Supply	No	1		
	Install	No	1		
	Work includes spray painting the DB faces plates and doors from white to red.				
7,2	Main Distribution Panel				
	Supply	No	1		
	Install	No	1		
7,3	Sub Distribution Boards				
	Supply	No	4		
	Install	No	4		
7,4	Supply and Install warning notices labels and upgrade the legend. Set of Warning Notices as per SANS and OHS specifications.	Sum	1		
8	SITE TESTING, COMMISSIONING & DOCUMENTATION				
	"Cold-start" test (NFPA 110, 5-13.2 (a) through (g)) where a normal power failure is simulated and the maximum expected emergency load supplied. Record engine and generator performance data. Maximum emergency starting load will be supplied using facility load.				
	Installation Acceptance Testing Procedures:				

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Check alarm and engine shut down functioning on:				
	1. Start and Stop Test 2. Phase Sequence Test (Rotation) 3. Phase Balance Test (Voltage) 4. Low Oil Pressure Protective Device Test 5. Over Temperature Protective Device Test 6. Controls, Direction of Rotation				
8,1	Testing & commissioning of all above Equipment	Sum	1		
8,2	AS BUILT DRAWINGS				
	Submit "As Built" drawings for approvals and carry out required changes for approval	Sum	1		
8,3	COMPLIANT CERTIFICATES				
	Carry out required changes for approval submit Electrical Compliant Certificates for approvals	Sum	1		
8,4	DOCUMENTATION				
8,4,1	Submit completed Approval and Guarantees	Sum	1		
8,4,2	Hard and Electronic copy: O & M manuals	Sum	1		
8,5	CLEAN SITE AND REMOVE RUBISH FROM SITE	Sum	1		
9	1 YEAR MAINTENANCE PLAN				
	Quarterly service of the plant as per the manufacturer's instructions or recommendation and tender specification.	Sum	1		

<b>TOTAL QUOTATION PRICE (IN FIGURES Including VAT)</b>	<b>R</b>  <b>(To be carried over to the PA32)</b>
<b>TOTAL QUOTATION PRICE (IN WORDS) (Including VAT)</b>	

**TERMS AND CONDITIONS**

The quotation is valid for ~~90~~<sup>30</sup> days from the closing date.

The Department reserves the right to request any additional information and / or samples of items quoted.

Failure to comply with product specifications & inability to meet delivery times will render your quote invalid / non responsive.

All goods supplied must be approved by the South African Bureau of Standards (SABS).

**SECURITY CLEARANCE**

The successful bidder and employees, sub-contractor and its employees will be subjected to a security screening, if not cleared your bid will automatically be disqualified.

If any of the bidder's employees is not cleared, they will not be allowed to access on site.

It is bidder's responsibility to make sure enough staff complies with security and all other requirements.

No foreign Nationals will be allowed on site.

**CLOSING**

No late, incomplete or quotations with tippex / correctional fluid will be accepted.

All quotation documents must be fully completed in ink, preferably black.

**PRICING**

Bidders must submit details regarding the bid price for the services on the **Pricing Schedule** which must be submitted together with the bid documents.

The prices quoted shall remain fixed for the entire duration of the contract and it is expected that bidders will cover the risk of price increases in the composition of the pricing structure.

All unit prices to be **inclusive** of VAT.

Bid amount should be carried to the form of tender PA32

## **PAYMENTS**

No advance payment will be made, therefore the bidder must ensure that s/he is financially able to execute project.

Invoices and delivery notes must be placed in a sealed envelope addressed to **The Department of Public Works** and deposited in the invoice boxes provided on the ground or at registry at 11<sup>th</sup> floors of Customs House. Alternatively, the invoices may be posted to the following address:

Private Bag x9027, Cape Town, 8000.

The original invoice must reflect the Order Number, supplier's banking details, full company name, SARS Income Tax Number, VAT Number (where vendor is registered) and signature of the supplier.

Payment shall be made by bank transfer into the successful bidder's bank account within 30 days after receipt of an acceptable, **original and valid tax invoice**.

The successful bidder shall be responsible for accounting to the appropriate authorities for its income tax, VAT, or other monies required to be paid in terms of the applicable laws.

The decision of the Project Leader as to the value and quality of the work completed by the service provider from time to time shall be final and binding on the parties

## **DISCLAIMER**

Bidders must make and rely on their own investigations and satisfy themselves as to the correctness of any and all aspects of the bid not limited to schedule of quantities, terms of reference and or any other related information. The Department will not be liable for any incorrect or potentially misleading information in relation to any part of this document and any accompanying bid documents.

## **ENQUIRIES:**

Technical Enquiries can be directed as follows:

Luvuyo Rasmeni  
021 402 2218  
082 454 1487  
[Luvuyo.rasmeni@dpw.gov.za](mailto:Luvuyo.rasmeni@dpw.gov.za)

Siyamthanda Fata  
021 402 2365  
073 499 5071  
[Siyamthanda.fata@dpw.gov.za](mailto:Siyamthanda.fata@dpw.gov.za)

## PA-11: DECLARATION OF INTEREST AND BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

Failure to complete this form in full and signed by the duly authorized person, as indicated on PA-15.1 or PA-15.3, shall render the tender non-responsive and will be removed from any and all further contention.

<b>Project title:</b>	<b>CAPE TOWN: SEAPOINT: RESIDENTIAL: SUPPLY AND INSTALLATION OF 60KVA SILENT DIESEL GENERATOR AND RELATED WORKS</b>		
<b>Bid no:</b>		<b>Reference no:</b>	200D21015

The following particulars must be furnished. In the case of a joint venture, separate declarations in respect of each partner must be completed and submitted.

**1. CIDB REGISTRATION NUMBER (if applicable)**

2. Any legal person, including persons employed by the State<sup>1</sup>; 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 and/or take an oath declaring his/her interest, 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.

**3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

- 3.1 Full Name of bidder or his or her representative: .....
- 3.2 Identity number:.....
- 3.3 Position occupied in the Company (director, trustees, shareholder<sup>2</sup> ect .....
- 3.4 Company Registration Number: .....
- 3.5 Tax Reference umber:.....
- 3.6 VAT Registration Number: .....

3.6.1 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.



<sup>1</sup> "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.

<sup>2</sup> "Shareholder" means –

- (a) a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercise control over the enterprise

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

3.7.1 If so, furnish the following particulars:

Name of person / director /trustees/shareholder/ member:.....

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

Position occupied in the state institution:.....

Any other particulars:

.....  
.....

3.8 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

3.8.1 If so, furnish particulars:.....

.....

3.9 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

3.9.1 If so, furnish particulars.

.....  
.....

3.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between the bidder and any person employed by the state who may be involved with the

evaluation and or adjudication of this bid?

YES  NO

3.10.1 If so, furnish particulars.

.....  
.....

3.11 Do you or any of the directors /trustees/shareholders/ members of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES  NO

3.11.1 If so, furnish particulars:

.....  
.....

**4. Full details of directors / trustees / members / shareholders.**

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

**5. DECLARATION OF TENDERER / BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

5.1	<p><i>Is the tenderer / bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector?</i></p> <p><b>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).</b></p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.2	<p><i>If so, furnish particulars:</i></p>		



		<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.3	<p><i>Is the tenderer / 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)?</i></p> <p><b>To access this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.</b></p>		
5.4	<p><i>If so, furnish particulars:</i></p>		
5.5	<p><i>Was the tenderer / 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?</i></p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.6	<p><i>If so, furnish particulars:</i></p>		
5.7	<p><i>Was any contract between the tenderer / bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</i></p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.8	<p><i>If so, furnish particulars:</i></p>		

## 6. 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.

Name of Tenderer / bidder	Signature	Date	Position

This form has been aligned with SBD4 and SBD 8

## PA-15.1: RESOLUTION OF BOARD OF DIRECTORS

**RESOLUTION** of a meeting of the Board of \*Directors / Members / Partners of:

\_\_\_\_\_ (legally correct full name and registration number, if applicable, of the Enterprise)

Held at \_\_\_\_\_ (place)

on \_\_\_\_\_ (date)

**RESOLVED that:**

- The Enterprise submits a Bid / Tender to the Department of Public Works in respect of the following project:

\_\_\_\_\_ (project description as per Bid / Tender Document)

Bid / Tender Number: \_\_\_\_\_ (Bid / Tender Number as per Bid / Tender Document)

- \*Mr/Mrs/Ms: \_\_\_\_\_

in \*his/her Capacity as: \_\_\_\_\_ (Position in the Enterprise)

and who will sign as follows: \_\_\_\_\_

be, and is hereby, authorised to sign the Bid / Tender, and any and all other documents and/or correspondence in connection with and relating to the Bid / Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid / Tender to the Enterprise mentioned above.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			

15			
16			
17			
18			
19			
20			

The bidding enterprise hereby absolves the Department of Public Works from any liability whatsoever that may arise as a result of this document being signed.

**Note:**

1. \* Delete which is not applicable.
2. **NB:** This resolution must, where possible, be signed by all the Directors / Members / Partners of the Bidding Enterprise.
3. In the event that paragraph 2 cannot be complied with, the resolution must be signed by Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (attach proof of shareholding / ownership hereto).
4. Directors / Members / Partners of the Bidding Enterprise may alternatively appoint a person to sign this document on behalf of the Bidding Enterprise, which person must be so authorized by way of a duly completed power of attorney, signed by the Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (proof of shareholding / ownership and power of attorney are to be attached hereto).
5. Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

**ENTERPRISE STAMP**



## PA-15.2: RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

**RESOLUTION** of a meeting of the Board of \*Directors / Members / Partners of:

\_\_\_\_\_

(Legally correct full name and registration number, if applicable, of the Enterprise)

Held at \_\_\_\_\_ (place)

on \_\_\_\_\_ (date)

**RESOLVED** that:

- The Enterprise submits a Bid /Tender, in consortium/Joint Venture with the following Enterprises:

\_\_\_\_\_

(List all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium/Joint Venture)

to the Department of Public Works in respect of the following project:

\_\_\_\_\_

(Project description as per Bid /Tender Document)

Bid / Tender Number: \_\_\_\_\_ (Bid / Tender Number as per Bid / Tender Document)

- \*Mr/Mrs/Ms: \_\_\_\_\_

in \*his/her Capacity as: \_\_\_\_\_ (Position in the Enterprise)

and who will sign as follows: \_\_\_\_\_

be, and is hereby, authorised to sign a consortium/joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium/joint venture, in respect of the project described under item 1 above.

- The Enterprise accepts joint and several liability with the parties listed under item 1 above for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Department in respect of the project described under item 1 above.
- The Enterprise chooses as its *domicilium citandi et executandi* for all purposes arising from this joint venture agreement and the Contract with the Department in respect of the project under item 1 above:

Physical address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (code)



Postal Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ (code)

Telephone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

The bidding enterprise hereby absolves the Department of Public Works from any liability whatsoever that may arise as a result of this document being signed

**Note:**

- \* Delete which is not applicable.
- NB:** This resolution must, where possible, be signed by all the Directors / Members / Partners of the Bidding Enterprise.
- In the event that paragraph 2 cannot be complied with, the resolution must be signed by Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (attach proof of shareholding / ownership hereto).
- Directors / Members / Partners of the Bidding Enterprise may alternatively appoint a person to sign this document on behalf of the Bidding Enterprise, which person must be so authorized by way of a duly completed power of attorney, signed by the Directors / Members / Partners holding a majority of the shares / ownership of the Bidding Enterprise (proof of shareholding / ownership and power of attorney are to be attached hereto).
- Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

**ENTERPRISE STAMP**



## PA-15.3: SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

**RESOLUTION** of a meeting of the duly authorised representatives of the following legal entities who have entered into a consortium/joint venture to jointly bid for the project mentioned below: *(legally correct full names and registration numbers, if applicable, of the Enterprises forming a Consortium/Joint Venture)*

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_
6. \_\_\_\_\_  
\_\_\_\_\_
7. \_\_\_\_\_  
\_\_\_\_\_
8. \_\_\_\_\_  
\_\_\_\_\_

Held at \_\_\_\_\_ *(place)*

on \_\_\_\_\_ *(date)*

### RESOLVED that:

#### RESOLVED that:

- A. The above-mentioned Enterprises submit a Bid in Consortium/Joint Venture to the Department of Public Works in respect of the following project:

\_\_\_\_\_  
\_\_\_\_\_

*(Project description as per Bid /Tender Document)*

Bid / Tender Number: \_\_\_\_\_ *(Bid / Tender Number as per Bid /Tender Document)*



B. \*Mr/Mrs/Ms: \_\_\_\_\_

in \*his/her Capacity as: \_\_\_\_\_ (Position in the Enterprise)

and who will sign as follows: \_\_\_\_\_

be, and is hereby, authorised to sign the Bid, and any and all other documents and/or correspondence in connection with and relating to the Bid, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid to the Enterprises in Consortium/Joint Venture mentioned above.

C. The Enterprises constituting the Consortium/Joint Venture, notwithstanding its composition, shall conduct all business under the name and style of:

\_\_\_\_\_

D. The Enterprises to the Consortium/Joint Venture accept joint and several liability for the due fulfilment of the obligations of the Consortium/Joint Venture deriving from, and in any way connected with, the Contract entered into with the Department in respect of the project described under item A above.

E. Any of the Enterprises to the Consortium/Joint Venture intending to terminate the consortium/joint venture agreement, for whatever reason, shall give the Department 30 days written notice of such intention. Notwithstanding such decision to terminate, the Enterprises shall remain jointly and severally liable to the Department for the due fulfilment of the obligations of the Consortium/Joint Venture as mentioned under item D above.

F. No Enterprise to the Consortium/Joint Venture shall, without the prior written consent of the other Enterprises to the Consortium/Joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint venture agreement in relation to the Contract with the Department referred to herein.

G. The Enterprises choose as the *domicilium citandi et executandi* of the Consortium/Joint Venture for all purposes arising from the consortium/joint venture agreement and the Contract with the Department in respect of the project under item A above:

Physical address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (code)

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (code)

Telephone number: \_\_\_\_\_

Fax number: \_\_\_\_\_



	Name	Capacity	Signature
1			
2			
3			
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13			
14			
15			

The bidding enterprise hereby absolves the Department of Public Works from any liability whatsoever that may arise as a result of this document being signed.

**Note:**

1. \* Delete which is not applicable.
2. **NB:** This resolution must be signed by all the Duly Authorised Representatives of the Legal Entities to the consortium/joint venture submitting this tender, as named in item 2 of Resolution PA-15.2.
3. Should the number of the Duly Authorised Representatives of the Legal Entities joining forces in this tender exceed the space available above, additional names, capacity and signatures must be supplied on a separate page.
4. Resolution PA-15.2, duly completed and signed, from the separate Enterprises who participate in this consortium/joint venture, must be attached to this Special Resolution (PA-15.3).



## PA- 29: CERTIFICATION OF INDEPENDENT BID DETERMINATION

<b>Project title:</b>	CAPE TOWN: SEAPOINT: RESIDENTAIL: SUPPLY AND INSTALLATION OF 60KVA SILENT DIESEL GENERATOR AND RELATED WORKS		
<b>Bid no:</b>		<b>Reference no:</b>	200D21015

### INTRODUCTION

1. This PA-29 [Certificate of Independent Bid Determination] must form part of all bids<sup>1</sup> 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).<sup>2</sup> Collusive bidding is a *pe 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 form (PA-29) 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 (PA-29) must be completed and submitted with the bid:

---

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> 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 consortium<sup>3</sup> 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.

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

<sup>3</sup> 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.

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.

Name of Bidder	Signature	Date	Position

# PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

Name of Tenderer .....

EME<sup>1</sup>  QSE<sup>2</sup>  Non EME/QSE (tick applicable box)

## 1. LIST ALL PROPRIETORS, MEMBERS OR SHAREHOLDERS BY NAME, IDENTITY NUMBER, CITIZENSHIP AND DESIGNATED GROUPS.

Name and Surname #	Identity/ Passport number and Citizenship##	Percentage owned	Black	Indicate if youth	Indicate if woman	Indicate if person with disability	Indicate if living in rural / under developed area/township	Indicate if military veteran
1.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
12.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

# Where Owners are themselves a Company, Close Corporation, Partnership etc, identify the ownership of the Holding Company, together with Registration number  
## State date of South African citizenship obtained (not applicable to persons born in South Africa )

<sup>1</sup> EME: Exempted Micro Enterprise

<sup>2</sup> QSE: Qualifying Small Business Enterprise

**2. DECLARATION:**

**The undersigned, who warrants that he/she is duly authorized to do so on behalf of the Tenderer, hereby confirms that:**

- 1 The information and particulars contained in this Affidavit are true and correct in all respects;
- 2 The Broad-based Black Economic Empowerment Act, 2003 (Act 53 of 2003), Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), the Preferential Procurement Regulations, 2017, National Small Business Act 102 of 1996 as amended and all documents pertaining to this Tender were studied and understood and that the above form was completed according to the definitions and information contained in said documents;
- 3 The Tenderer understands that any intentional misrepresentation or fraudulent information provided herein shall disqualify the Tenderer's offer herein, as well as any other tender offer(s) of the Tenderer simultaneously being evaluated, or will entitle the Employer to cancel any Contract resulting from the Tenderer's offer herein;
- 4 The Tenderer accepts that the Employer may exercise any other remedy it may have in law and in the Contract, including a claim for damages for having to accept a less favourable tender as a result of any such disqualification due to misrepresentation or fraudulent information provided herein;
- 5 Any further documentary proof required by the Employer regarding the information provided herein, will be submitted to the Employer within the time period as may be set by the latter;

**Signed by the Tenderer**

<b>Name of representative</b>	<b>Signature</b>
	<b>Date</b>



## 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 AND THE AMENDED B-BBEE CODES.**

### 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. The value of this bid is estimated to ~~Not Exceed~~ R50 000 000 (all applicable taxes included) and therefore the... 80/20.....system shall be applicable.

1.3. Preference points for this bid shall be awarded for:

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

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

	POINTS
1.3.1.1 PRICE	<u>80</u>
1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION	<u>20</u>
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.4. Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5. An Exempted Micro Enterprise (EME) is only required to obtain a sworn affidavit or a certificate issued by Companies and intellectual property Commission (CIPC) confirming their annual turnover of R10 Million or less and level of black ownership to claim points.

1.6. Qualifying Small Enterprise (QSE) is only required to obtain a sworn affidavit or a certificate issued by Companies and intellectual property Commission (CIPC) confirming their annual turnover of R10 Million or less and level of black ownership to claim points.



## Preference Points Claim for Bids: PA-16

- 1.7 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.
- 1.8 CERTIFICATES ISSUED BY IRBA AND ACCOUNTING OFFICER HAVE BEEN DISCONTINUED; HOWEVER VALID CERTIFICATES ALREADY ISSUED BEFORE 01 JANUARY 2017 MAY BE USED UNTIL THEY PHASE OUT COMPLETELY BY DECEMBER 2017

## 2. DEFINITIONS

- (a) **“all applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (d) **“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 services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- (e) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (f) **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- (g) **“consortium or joint venture”** 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;
- (h) **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- (i) **“EME”** means an Exempted Micro Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (j) **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- (k) **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- (l) **“non-firm prices”** means all prices other than “firm” prices;
- (m) **“person”** includes a juristic person;
- (n) **“QSE”** means a Qualifying Small Enterprise as defines by Codes of Good Practice under





## Preference Points Claim for Bids: PA-16

section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 ( Act No. 53 of 2003);

- (o) **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- (p) **“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;
- (q) **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- (r) **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- (s) **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

### 4. POINTS AWARDED FOR PRICE

#### 4.1 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 comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

Preference Points Claim for Bids: PA-16

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or Sworn Affidavit for EME's and QSE's.

**8 SUB-CONTRACTING (relates to 5.5)**

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 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/ a QSE? YES / NO (delete which is not applicable)

<b>Designated Group: An EME or QSE which is at least 51% owned by:</b>	<b>EME</b> √	<b>QSE</b> √
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		
<b>OR</b>		
Any EME		
Any QSE		

**9 DECLARATION WITH REGARD TO COMPANY/FIRM**

9.1 Name of company/firm .....

9.2 VAT registration number : .....

9.3 Company registration number .....

9.4 TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]



Preference Points Claim for Bids: PA-16

5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
.....  
.....

9.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business? .....

9.8 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 contribution indicated in paragraph 7 of the foregoing certificate/ Sworn Affidavit, 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 paragraph 7, 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 contribution 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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 BIDDER(S)

DATE:.....

ADDRESS:.....  
.....