

PA-04 (GS): NOTICE AND INVITATION TO BID

Project title:	TRANSPORTATION OF THE LEARNERS OF MEMBERS OF PARLIAMENT AND SESSIONAL OFFICIALS IN THE THREE(3) PARLIAMENTARY VILLAGES(24 MONTHS)
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Bid no:	CPTSC04/21		
Advertising date:	16 APRIL 2021	Closing date:	07 MAY 2021
Closing time:	11H00 AM	Validity period:	60 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 checked="" 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"/>	Compliance to Local Production and Content requirements as per PA36 and Annexure C
<input checked="" type="checkbox"/>	Provide proof of registration with National Treasury's Central Supplier Database (CSD) by completing the Supplier Registration Number on the PA-32 Form
<input checked="" type="checkbox"/>	Compliance with Pre-qualification criteria for Preferential Procurement (item 6.2 must be completed)
<input checked="" type="checkbox"/>	Use of correction fluid is prohibited (do not use any correction fluid in the document)
<input type="checkbox"/>	Submission of DPW-16 (Compulsory Site Meeting Certificate)
<input type="checkbox"/>	Submission of Tax Compliance status pin or a copy of Tax Certificate
<input checked="" type="checkbox"/>	Submission of (PA-40 form) Declaration of designated groups for preferential procurement.
<input checked="" type="checkbox"/>	<p>Only Bidders registered as B-BBEE Status level 1 and 2 contributors will be considered for this bid, as per the Preferential Procurement Regulations 2017. Bidders that do not meet these pre-qualification criteria will be disqualified from further evaluation.</p> <p>Bidders are required to submit original or originally certified proof of B-BBEE Status Level of contributor or a sworn affidavit in terms of the codes of good practice. B-BBEE as may be issued by the Department of Trade and Industry (DTI) are accepted.</p> <p>The B-BBEE Status Level Verification Certificates submitted must be issued by the following agencies:</p> <p>For tenderers other than EMEs (Exempted Micro Enterprises) (i) Verification agencies accredited by SANAS; or For tenderers who qualify as EMEs (i) Sworn affidavit signed by the EME representative and attested by a Commissioner of oaths. The date the deponent signed and the date on the stamp of the Commissioner of Oaths must be the same according to B-BBEE COMMISSION PRACTISE GUIDE 01 2018 section 17(i).</p> <p>A trust, consortium or joint venture must submit a consolidated B-BBEE status Level Certificates together with the bids.</p>
<input checked="" type="checkbox"/>	Completion and submission of signed DPW-09
<input checked="" type="checkbox"/>	Valid public liability insurance cover with a minimum R5,000,000.00 / Undertaking of providing proof within one month after the appointment. Failure to submit will lead to termination of contract

<input checked="" type="checkbox"/>	<p>Only Bidders registered as B-BBEE Status level 1 and 2 contributors will be considered for this bid, as per the Preferential Procurement Regulations 2017. Bidders that do not meet these pre-qualification criteria will be disqualified from further evaluation.</p> <p>Bidders are required to submit original or originally certified proof of B-BBEE Status Level of contributor or a sworn affidavit in terms of the codes of good practice. B-BBEE as may be issued by the Department of Trade and Industry (DTI) are accepted.</p> <p>The B-BBEE Status Level Verification Certificates submitted must be issued by the following agencies: For tenderers other than EMEs (Exempted Micro Enterprises) (i) Verification agencies accredited by SANAS; or For tenderers who qualify as EMEs (i) Sworn affidavit signed by the EME representative and attested by a Commissioner of oaths. The date the deponent signed and the date on the stamp of the Commissioner of Oaths must be the same according to B-BBEE COMMISSION PRACTISE GUIDE 01 2018 section 17(i).</p> <p>A trust, consortium or joint venture must submit a consolidated B-BBEE status Level Certificates together with the bids.</p>
<input checked="" type="checkbox"/>	Completion and submission of signed DPW-09
<input checked="" type="checkbox"/>	Valid public liability insurance cover with a minimum R5,000,000.00 / Undertaking of providing proof within one month after the appointment. Failure to submit will lead to termination of contract

Tenderer must comply with the Pre-qualification criteria for Preferential Procurement listed below

<input type="checkbox"/>	<p>A tenderer having stipulated minimum B-BBEE status level of contributor:</p> <p><input checked="" type="checkbox"/> Level 1 <input checked="" type="checkbox"/> Level 2 <input type="checkbox"/> Level 3</p>
<input type="checkbox"/>	An EME or QSE
<input type="checkbox"/>	<p>A tenderer subcontracting a minimum of 30% to:</p> <p><input type="checkbox"/> An EME or QSE which is at least 51% owned by black people <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are youth <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are women <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people with disabilities <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people living in rural or underdeveloped areas or townships <input type="checkbox"/> A co-operative which is at least 51% owned by black people <input type="checkbox"/> An EME or QSE which is at least 51% owned by black people who are Military veterans <input type="checkbox"/> An EME or QSE;</p>

This bid will be evaluated according to the preferential procurement model in the PPPFA:
(Tick applicable preference point scoring system)

<input checked="" type="checkbox"/> 80/20 Preference points scoring system	<input type="checkbox"/> 90/10 Preference points scoring system	<input type="checkbox"/> Either 80/20 or 90/10 Preference points scoring system
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In case where below/above R 50 000 000 is selected, the lowest acceptable tender will be used to determine the applicable preference point system.

Note: Functionality will be applied as a prequalification criterion. Such criteria is used to establish minimum requirements where after bids will be evaluated solely on the basis of price and preference.



Functionality criteria:	Weighting factor:
Functionality criteria: ¹	Weighting factor:
<p>1.Resources :</p> <p>Bidder must demonstrate adequate access to appropriate vehicles for group transport as the sole owner, or as a Joint Venture. The composition of the fleet must consist of at least the following:</p> <p>Minimum of 1 X sixteen seater and 11 X fourteen or fifteen seater minibuses. Bidders must append or attach to the bid document, proof of ownership of 1 X sixteen seater and 11 X fourteen or fifteen seater buses as the sole owner, or Joint Venture. Proof of Vehicle Registration and Roadworthy for each vehicle, must be attached and clearly marked as: Vehicle 1, Vehicle 2, Vehicle 3 and so on.</p> <p>The points shall be allocated as follows:</p> <p>Sufficient proof of ownership, or access to Minimum of 1 X 16 seater and 11 X fourteen or fifteen seater minibuses has been provided = 5</p> <p>Insufficient proof of ownership, or no proof provided = 0</p>	<p>40</p>
<p>2. Experience of the bidder:</p> <p>The bidder must demonstrate adequate experience of having successfully completed projects of similar nature and extent in the past ten years, with specific reference to scholar transport. Such projects must have been rendered at any place within the Republic of South Africa. Bidder must have references to include names of contact persons and telephone numbers, contract value and contract period. (To complete the DPW09). Bidders failing to complete DPW09, or submitting other documents other than DPW09, will forfeit points</p> <p>Proof of six or more completed projects provided = 5 Proof of five completed projects provided = 4 Proof of four completed projects provided = 3 Proof of three completed projects provided = 2 Proof of one or two completed projects provided = 1 No proof provided = 0</p>	<p>30</p>
<p>3. Quality of performance</p> <p>One reference provided by the bidder must be able to declare the quality of performance of the bidder, by completing "BIDDER QUALITY PERFORMANCE EVALUATION FORM":</p> <p>The bidder will be scored as follows:</p> <p>Excellent service rendered = 5 Good service rendered = 4 Satisfactory or average service rendered = 3 Poor service rendered = 0</p>	<p>30</p>
<p>Note: Bidders have to score for all criteria's to qualify for further evaluation.</p>	

¹The points allocated to each functionality criterion should not be generic but should be determined separately for each tender on a case by case basis.

Total	100 Points
Functionality criteria:²	Weighting factor:
Minimum functionality score to qualify for further evaluation:	60

Subject to sub-regulation 6(2) and /or 7(2), points must be awarded to a tenderer for attaining B-BBEE status level contributor 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

- The points scored by a tenderer in respect of the level of BBEE contribution contemplated in sub regulation 6(2) and 7(2) must be added to the points scored for price as calculated in accordance with sub regulation 6(1) and 7(1) respectively
- Subject to regulation 11(1), the contract must be awarded to the tenderer who scores the highest total number of points.
- A contract may be awarded to a tenderer that did not score the highest total number of points, only in accordance with section 2 (1) (f) of the Act

COLLECTION OF BID DOCUMENTS:

- Bid documents are available for free download on e-Tender portal www.etenders.gov.za
- Alternatively; Bid documents may be collected during working hours at the following address **Customs Building, Tender Office, Room 941.** A non-refundable bid deposit of R **300-00** is payable, (Cash only) is required on collection of the bid documents.
- 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**. Venue **insert venue**. (if applicable)

ENQUIRIES RELATED TO BID DOCUMENTS MAY BE ADDRESSED TO:

DPW Project Leader:	Ms N Ntshonga	Telephone no:	021 402-2412
Cell no:	082 446 4406	Fax no:	

²The points allocated to each functionality criterion should not be generic but should be determined separately for each tender on a case by case basis.

E-mail:	Nonene.ntshonga@dpw.gov.za
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DEPOSIT / RETURN OF BID DOCUMENTS:

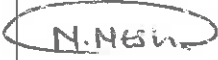
Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.

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

All tenders must be submitted on the official forms –

<p>BID DOCUMENTS MAY BE POSTED TO:</p> <p>THE DIRECTOR -GENERAL DEPARTMENT OF PUBLIC WORKS PRIVATE BAG X 9027 CAPE TOWN</p> <p>ATTENTION: PROCUREMENT SECTION: ROOM 941</p> <p><i>POSTED TENDERS MUST BE RECEIVED PRIOR CLOSING DATE AND TIME AT 11H00 BY THE DEPARTMENT</i></p>	OR	<p>DEPOSITED IN THE TENDER BOX AT:</p> <p>MAIN ENTRANCE CUSTOMS HOUSE LOWER HEERENGRACHT CAPE TOWN</p>
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COMPILED BY:

Ms N Ntshonga		Admin Officer	16 April 2021
Name of Project Leader	Signature	Capacity	Date



PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)

BID NUMBER:	CPTSC04/21	CLOSING DATE:	7 MAY 2021	CLOSING TIME:	11H00AM
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DESCRIPTION	TRANSPORTATION OF THE LEARNERS OF MEMBERS OF PARLIAMENT AND SESSIONAL OFFICIALS IN THE THREE(3) PARLIAMENTARY VILLAGES(24 MONTHS)
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THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (DPW04.1 GS or DPW04.2 GS).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT (STREET ADDRESS)

CUSTOMS BUILDING,GROUND FLOOR,
LOWER HEERENGRACHT STREET,CAPE TOWN, 8000

OR POSTED TO:
CUSTOMS BUILDING,PRIVATE BAG X9027,CAPE TOWN,8000

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			

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:		

[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 PART B:3 BELOW]
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SIGNATURE OF BIDDER	DATE
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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)
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BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY	Public Works	CONTACT PERSON	NONENE NTSHONGA
CONTACT PERSON	B. Sondishe	TELEPHONE NUMBER	021 402 2412
TELEPHONE NUMBER	021 402 2242	FACSIMILE NUMBER	



FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS	Busiwe. Sondishe @pw.gov.za	nonene.nts@pw.gov.za	

**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 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.
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 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.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
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
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.

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.

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

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:

1. 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)

2. *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
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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:

1. 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)

2 *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.

3. 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.

4. 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
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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

Blank area for the 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
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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-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.

Project title:	TRANSPORTATION OF THE LEARNERS OF MEMBERS OF PARLIAMENT AND SESSIONAL OFFICIALS IN THE THREE(3) PARLIAMENTARY VILLAGES(24 MONTHS)		
Bid no:	CPTSC04/21	Reference no:	3/12/20/2/10

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)

N/A

2. 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 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, shareholder² 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.

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) 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>(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).</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
-----	---	---------------------------------	-----------------------------



5.2	If so, furnish particulars:		
5.3	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)? To access this Register enter the National Treasury's website, www.treasury.gov.za , 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.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.4	If so, furnish particulars:		
5.5	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?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.6	If so, furnish particulars:		
5.7	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?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.8	If so, furnish particulars:		

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- 29: CERTIFICATION OF INDEPENDENT BID DETERMINATION

Project title:	TRANSPORTATION OF THE LEARNERS OF MEMBERS OF PARLIAMENT AND SESSIONAL OFFICIALS IN THE THREE(3) PARLIAMENTARY VILLAGES(24 MONTHS)		
Bid no:	CPTSC04/21	Reference no:	

INTRODUCTION

1. This PA-29 [Certificate of Independent Bid Determination] 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 *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:

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



Certification of Independent Bid Determination: PA-29

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:



Certification of Independent Bid Determination: PA-29

- (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.

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



Certification of Independent Bid Determination: PA-29

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

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.

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

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	80
1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE must not exceed	100

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

Pmin = Comparative price of lowest acceptable bid

5. Points awarded for B-BBEE Status Level of Contribution

5.1 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 (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

- 5.2 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.3 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.4 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.5 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

6. BID DECLARATION

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

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

7.1 B-BBEE Status Level of Contribution: =(maximum of 10 or 20 points)

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)

Designated Group: An EME or QSE which is at last 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		

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:.....

.....

PA-40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

Name of Tenderer EME¹ QSE² 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 (R) / Under Developed Area (UD) / Township (T) / Urban (U).	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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<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)

¹ EME: Exempted Micro Enterprise
² QSE: Qualifying Small Business Enterprise



PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

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

Name of representative	Signature
	Date

DPW-09 (EC): PARTICULARS OF TENDERER'S PROJECTS

Project title:	TRANSPORTATION OF THE LEARNERS OF MEMBERS OF PARLIAMENT AND SESSIONAL OFFICIALS IN THE THREE(3) PARLIAMENTARY VILLAGES(24 MONTHS)		
Tender / quotation no:	CPTSC04/21	Closing date:	07 MAY 2021
Advertising date:	16 APRIL 2021	Validity period:	60 days

Note: The Tenderer is required to furnish the following particulars and to attach additional pages if more space is required. Failure to furnish the particulars will result in the tender offer being disqualified from further consideration.

1. PARTICULARS OF THE TENDERER'S CURRENT AND PREVIOUS COMMITMENTS

1.1. Current projects

Projects currently engaged in	Name of Employer or Representative of Employer	Contract tel. no.	Contract sum	Contractual commencement date	Contractual completion date	Current percentage progress
1						
2						
3						
4						
5						
6						
7						
8						

1.2. Completed projects

Projects completed in the previous 5 (five) years	Name of Employer or Representative of Employer	Contact tel. no.	Contract sum	Contractual commencement date	Contractual completion date	Date of Certificate of Practical Completion
1						
2						
3						
4						
5						
6						
7						
8						
9						

Name of Tenderer	Signature
	Date



Bidder Quality Performance Evaluation

The Bidder to Demonstrate Competence and Experience in Delivering Key Projects Similar to Transportation of kids/children

The Employer:

Bidders Name:

Project Value: R.....

Project Title:

Period:

Brief description of work done by bidder:

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

Will Require References and pose the following questions:

STATEMENT	VERY POOR	POOR	AVERAGE 3	GOOD 4	EXCELLENT 5
1) Adhered strictly to the terms of contract and all contractual instructions and directions issued by the employer from time to time					
2) Responded promptly and timeously to requests and complaints raised by the Employer in regard to work execution					
3) Demonstrated the required degree of competence, expertise and skill in executing the service					
4) Compliance to Employer's necessities, no late pick-ups, well trained drivers, vehicles neat at all times and vehicles were roadworthy					

Name of Valuator: _____ Position: _____

Signature of Valuator: _____ Date _____

EMPLOYER STAMP

REPUBLIC OF SOUTH AFRICA

**NATIONAL DEPARTMENT OF PUBLIC WORKS &
INFRASTRUCTURE (NDPWI)**

**SPECIFICATION FOR THE TRANSPORTATION OF THE
LEARNERS OF MEMBERS OF PARLIAMENT AND SESSIONAL
OFFICIALS (24 MONTHS)**

CONSISTS OF:

PART A: CONDITIONS OF CONTRACT

PART B: SCHEDULES

**NATIONAL DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE
CUSTOMS HOUSE
LOWER HEERENRACHT
CAPE TOWN
8000**

APRIL 2021

REPUBLIC OF SOUTH AFRICA

**NATIONAL DEPARTMENT OF PUBLIC WORKS &
INFRASTRUCTURE**

PART A

CONDITIONS OF CONTRACT

**NATIONAL DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE
CUSTOMS HOUSE
LOWER HEERENRACHT
CAPE TOWN
8000**

1. **SCOPE OF CONTRACT**

The contract is solely meant for the transportation of the learners of Members of Parliament and Sessional Officials from Acacia Park, Laboria Park and Pelican Park Parliamentary Village to various schools in and around Cape Town.

2. **REQUIRED VEHICLES**

The bidder requires one 16 seater and eleven 14 or 15 seater vehicles to execute the service. It will be mandatory to the winning bidder, that his vehicles must be fitted with tracking system to which the Department will have access, for better management and monitoring of the service.

3. **VALUE ADDED TAX (VAT)**

All rates, etc. in this contract document must be exclusive of Value Added Tax (VAT). VAT should be calculated separately and added to the total value in the summary only.

4. **CONTRACT PRICE ADJUSTMENTS**

The rates tendered for shall remain fixed for the duration of the contract.

5. **THE TENDER**

The pages of this contract are numbered consecutively. The bidder shall, before submitting the contract, check the numbers of the pages and should any be missing or duplicated, or the reproduction be indistinct, or if any doubt exists as to the full intent of meaning of any description, or this contract contains any obvious errors, the bidder shall obtain a directive in writing from the Department.

The text of this tender and other document as prepared by the Department will be adhered to and no alteration, erasure, omission or addition thereto by the bidder will be recognised.

6. **DOCUMENTS IN ADDITION TO THE CONDITIONS OF THE CONTRACT**

The following documents must be read in conjunction with this contract:

- (i) Occupational Health and Safety Act No. 85 of 1993;
- (ii) National Road Traffic Act, No. 93 of 1996;
- (iii) National Land Transport Act, No 5 of 2009 as amended;
- (iv) Transport Laws – Means all laws related to transport and the transportation of passengers including the Road Traffic Act and the Transport Act; and
- (v) Disaster Management Act No. 57 of 2002 and regulations relating to Covid 19

The bidders must study these documents and acquaint themselves with the contents thereof and comply to these conditions at all times as no claims in this relating to issues covered by these documents will be entertained.

7. CONTRACT PERIOD

This contract shall be valid for a period of (24) months commencing from the date of the letter of acceptance.

8. MANAGEMENT

The Contractor shall undertake to:

- a) Arrange with the Parks Management for access to the Parliamentary Villages in order to execute the required service;
- b) Communicate logistical challenges, potential risks and any other matters that will negatively impact the service performance without any delay to Parks Management;
- c) Take adequate precautions to prevent collision to buildings, light fittings and furnishing inside the premises and elsewhere on site;
- d) Accept liability and to indemnify the Department against any claims whatsoever arising from his/her conduct and/or the conduct of his/her employees; and
- e) Safeguard all his/her employees in accordance with the regulations of the Unemployment Insurance Act 1966, (Act No. 30 of 1966) and any amendments thereof.

9. EXECUTION OF SERVICE

- 9.1 Normally, upon the instruction or request to render any transport service, the contractor must ensure that the instruction for the required service is in writing as no payments will be made to call out services without a written instruction from the Regional Manager or Parks Management.
- 9.2 The Service Provider is to respond to emergency call outs and after hours call out within thirty minutes (30) of the said call. Should the service provider fail to respond within the time limits as mentioned, the Department would have the right to appoint any other service provider to do the work without further notification to the appointed service provider. The additional costs if any of such work, executed by another contractor, will be for the account of the appointed successful bidder.
- 9.3 Should the appointed service provider fail to comply with any of the provisions of the contract or should the Department be dissatisfied with the standard of service provided by the service provider, the Department may, without prejudice to any other rights it may have, take appropriate action including the termination of the contract.

10. CONTRACTOR'S STAFF BEHAVIOUR

- 10.1 The contractor shall use appropriately competent and trained staff directly employed and supervised by him/her.
- 10.2 No passenger may be subjected to verbal or physical abuse whilst in transit by the driver.
- 10.3 Any disciplinary matters must be brought to the attention of the Regional Manager or Parks Management and not attended to by the drivers.

- 10.4 Smoking is prohibited in the vehicles. Cigarettes, drugs or alcohol should not be offered to passengers.
- 10.5 No driver must use alcoholic beverages prior to or whilst transporting passengers.
- 10.6 Drivers may not conduct themselves in any way, which may embarrass the National Department of Public Works and Infrastructure (NDPWI).

NOTE: *BIDDERS ARE TO SUPPLY CERTIFIED COPIES OF DRIVERS LICENCES FOR THEIR DRIVERS AND PDP'S.*

11. OPERATORS

- 11.1 Permit (i.t.o. Road Transportation Act (Act No. 74 of 1997)
- 11.2 National Land Transport Act, No 5 of 2009

12. ACCESS CARDS TO SECURITY AREAS

- 12.1 Should access to a security area be required for the execution of duties in terms of this contract, the service provider shall obtain the relevant permit / access cards for his personnel and the Parks Management shall be informed of this process. The contractor must comply with any regulations or instructions issued to him/her from time to time, concerning the safety of persons and property, by such authority.

13. SECURITY CHECK ON PERSONNEL

- 13.1 The Department or the Commissioner of the SA Police Services may require the Service Provider to have his personnel vetted.

All costs arising from obtaining such security check shall be borne by the contractor.

14. LETTER OF APPOINTMENT

- a) An official letter of appointment will be issued to the successful service provider.
- b) Transport Services may only be commissioned to the contractor by the Regional Manager or the Parks Management. It is, however, expected of the contractor to respond to telephonic requests for services. However, he/she must obtain the official written instruction (electronic mail) for the services requested.

15. EMERGENCY SERVICES

Emergency services after hours may be executed without receipt of official correspondence and solely on the request of the Regional Manager or Parks Management. The service provider must also ensure that he/she obtains the official instruction from the Department on the following working day.

16. INVOICES

- 16.1 Original invoices shall be submitted for payment purposes. No copies of invoices will be accepted for payment.

- 16.2 Failure to comply with the above will result to non-payment.
- 16.3 The bidder will only be paid for services rendered and authorised by the Regional Manager / Parks Management.
- 16.4 A logbook for each vehicle shall be kept and maintained daily. Each logbook must reflect at least the following entries: Vehicle Registration No, Driver's Name, Date, Opening Kilometres, Closing Kilometres, name of the route, Number of learners, etc
- 16.5 Payment shall only be made upon submission of an invoice that is accompanied by logbooks that can be validated by a representative of the DPWI.

Note: Any errors in the compilation of the invoices or accounts discovered at a later stage shall be rectified and if any, overpayment shall be recovered from the contractor by the Department.

17. VARIATIONS TO THE CONTRACT

Should the transportation of the Learners of Parliamentarians and Sessional Officials from Acacia Park, Laboria Park and Pelican Park Parliamentary Villages not be required for any reason during the duration of this contract, the service provider will not be entitled to any claim/ compensation.

Secondly, should the number of learners in a particular route decrease so much that it becomes not financially viable to use a minibus, the winning bidder shall be requested to replace the minibus with a smaller vehicle of a seven seater or sedan (whichever is suitable). This will be done to protect the interest of the Department of Public Works. The bidder shall complete the schedule of quantities 13, for route 8. This price is a "rate only" and may not be added to the total or summary of schedules.

18. MATTERS RELATING TO BUSES

- 18.1 All vehicles and busses shall be registered in the name of the bidder and proof of such registration shall be submitted to the National Department of Public Work & Infrastructure (NDPWI) together with the contract documents. If a bidder has a long term lease for the vehicles and buses, such contract must be provided to the Department.
- 18.2 The vehicles shall at all times during the term of the contract be maintained in a roadworthy condition. The successful bidder shall subject the vehicles to a roadworthy test at a centre designated by the NDPWI or Provincial Authorities within fourteen (14) days after the approval of the tender. The cost incurred for the testing of the vehicles shall be borne by the service provider. Prior to the award of the tender, the Department: Public Works shall conduct an inspection to all the vehicles to ensure that they are fit for purpose, as part of the evaluation process.

19. PICK UP HOURS

Hours for Mondays to Fridays: 06H00 to 18H30

20. The number of passengers may increase or decrease according to requirements. The applicable rate per return (from Parliamentary Village to the school and back

to the Parliamentary Village) trip as agreed on the contract will be applicable. The routes specified are baseline distances and could change with the needs of the client. Payment for the relevant month will only be made once the number of trips for that month is established and agreed to by both parties.

21. Only the maximum approved number of passengers for which the vehicle is licensed and for which it has a clearance certificate may be transported in the bus. No passenger is to be permitted to stand in the vehicle.
22. The bidder may not under any circumstances transport one part of a group and then another in the same vehicle at different times. This condition must be strictly adhered to.
23. The vehicles that are used to transport passengers must at all times be in a roadworthy condition. Failure to comply will be considered as breach of contract. If any vehicle is found not to be in roadworthy condition, the bidder will at his cost provide or arrange for suitable alternative transport until such time that the vehicle is repaired and in a roadworthy condition.
24. Should the bidder refuse to remove the un-roadworthy vehicle from service for repairs or make alternative acceptable arrangements, the Department reserves the right to arrange for alternative means and to recover the cost from the bidder.
25. Duties and responsibilities of the contractor.
 - (a) To see that the necessary number of vehicles are available to transport the number of passengers.
 - (b) That if he/she neglects to pick up passengers in the mornings and afternoons at the agreed time schedule, using non-roadworthy vehicles that will be considered as breach of contract.
 - (c) To ensure that the vehicles stops at all agreed bus stops on the route(s) and that passengers will have enough time to enter and exit the bus.
 - (d) The contractor shall acquaint himself or herself with all the bus routes.
 - (e) A written notification not shorter than 3 (three) calendar months must be provided to the Department tender's intentions to have the contract or any portion thereof ceded, transferred or sub-contracted to any other person. Such notification must reach the Regional Manager, Department of Public Works within seven (7) days of it being posted. The notification must also have attached to it the written agreement of the third party to whom the contract has been ceded, transferred or sub-contracted to, wherein he or she agrees to keep by all the contract conditions and prices. The contract may, however, not be ceded, transferred or sub-contracted without the Departmental Bid Committee approval.
 - (f) Except for the ruling made in paragraph (e) of these conditions, the bidder may not make use of hired or loan vehicles for whatever reason, or any other party in the execution of his / her duties according to contract without the written consent of the Departmental Bid Committee.
26. The vehicles and the driver(s) must comply with the National Road Traffic Act, No. 93 of 1996 and the National Land Transport Act, No 5 of 2009 as amended and

proof of insurance coverage of the transportation. Such Proof of this must accompany this tender. **Failure to comply with this instruction will render the tender invalid.**

27. The Department accepts no responsibility for any claims that might arise from the contract due to possible accidents resulting from the transportation of passengers. For this reason, the successful bidder must comply with all the relevant conditions as referred to in paragraph 26 above as well as acquire the adequate insurance coverage against any possible claims. Evidence of this must be submitted at commencement of the contract and any renewals or changes of such coverage must be reported to the Department.
28. All buses must be kept neat, clean and hygienic at all times (penalties will apply).
29. All COVID-19 protocols to be observed at all times when transporting learners to and from the Parliamentary Villages.
30. All vehicles to be sanitised daily before collecting passengers.
31. Hand sanitiser to be provided in all vehicles for use by passengers embarking the vehicles.
32. Hand held temperature scanners to be provided by the service provider to screen passengers embarking the vehicles.

33. **ADDITIONAL TRIPS**

- 33.1 The Regional Manager / Director / Deputy Director and CRM in Prestige may only approve additional trips and communicate the approval to the Parks Officials and the Parliamentary Villages Management Board.
- 33.2 Should the route change and/or additional routes be added to the contract, provision will be made for such within a 25km radius of the said trip in either direction. The rate tendered for an existing route, from the existing approved schedule of quantities, closest to the total additional kilometres required, will be charged accordingly.

34. **UNCERTAINTY ABOUT SCOPE**

Should the service provider be uncertain about the scope of any work to be executed under this contract, the Department must immediately be requested to clarify its instructions.

SPECIAL CONDITIONS

1. A time schedule will be supplied to the successful Bidder, together with the list of learners to be transported, information of schools and addresses for collection.
2. Vehicles used for the purposes of this contract are to be roadworthy and in an impeccable condition, both mechanically and aesthetically at all times and are to comply with provincial and municipal regulations. Vehicles leaking oil are not permitted to enter the Parliamentary Villages. If any damages are caused due to discrepancies arising from what is stated in this clause the service provider will be held solely responsible.
3. Bidders are required to indicate which arrangements they intend to make in the event of breakdowns or should more buses be required. The Department will not be held liable for any costs or expenditure that may arise from such arrangements, except for additional vehicles supplied on request by the Department. Details to be furnished separately.
4. Bidders are responsible for obtaining the necessary operating licences/permits from Chief Directorate Road Transport (Department of Transport).
5. The documents must be completed in full, uncompleted documents will render the bid non-responsive.
6. Bidders to ensure that the vehicles transporting learners/scholars are not overloaded.
7. Bidders to ensure that all vehicles to be used to transport learners/scholars have comprehensive insurance cover, i.e. passenger liability.
8. Bidders to ensure that passengers are loaded, off loaded to designated stops. No passengers will be off loaded or loaded at unspecified stops.
9. Certified copies of the drivers PDP's licences must be included in the bid.
10. Certified copy of organisation where the company affiliates must be submitted with the bid (*if applicable*).
11. Proof of registration that busses are registered in the name of the bidder must be submitted, a bidder who has a long term lease agreement will be required to provide the contract. Failure will render the bid non-responsive.
12. The Department will introduce penalties for poor performance in conjunction with paragraph 9.3.
13. The successful bidder shall not be entitled to additional monies paid should the specific routes change when additional schools are added to the existing route.
14. A penalty of R1000 shall be imposed if the service provider has failed to rectify either one or more of the non-compliances with the conditions of the tender, after being notified in writing and was afforded seven days to rectify such non-compliance. Such penalty will be recorded, communicated to the service provider and will be deducted from the invoice that is due. Repeat non compliances that seem to accumulate and are material shall result in the Department having no other option but to cancel a contract.

PART B

SCHEDULES

PREAMBLE TO THE SCHEDULE OF QUANTITIES

- 1 The Schedule of Quantities shall be read in conjunction with the Notice to Tenderers, Conditions of Contract and Special Conditions of Contract.
- 2 The Schedule of Quantities consist of items covering the Contractor's profit and cost of general liabilities.

Although the tenderer is at liberty to insert a rate of his or her own choice for each item in the Schedule, It should be noted that the Contractor is entitled under various circumstances to payment for additional services rendered and that the Department will base their assessment of the rates to be paid for such additional work on the rates inserted in the Schedule by the Contractor.

- 3 The unit prices inserted in the Schedule of Quantities shall be regarded as correct and any calculation errors may be referred to the Bid Committee. The corrected Tender Price will be used in the adjudication of the tenders and will form the Contract Sum.
- 4 An amount or rate shall be entered against each item in the Schedule of Quantities. An item against which no amount or rate is entered or where it has been indicated that full compensation for such item has been included in another item, that item will be considered to have a rate of nil. Grouping of a number of items together and tendering of one Lump Sum for such a group of items will not be permitted and may lead to rejection of the tender.
- 5 The bidder shall enter a rate or lump sum for each item in the Schedule of Quantities in **BLACK INK. Documents corrected by fluid (Tippex) will render the tender document invalid.**
- 6 The quantities reflected in the Schedule of Quantities are provisional and do not necessarily reflect the actual number of trips that will ultimately be required. All rates shall be in South African currency.
- 7 The bidder must, when submitting his/her tender deliver proof that he/she has (possesses) the necessary bus(es) or will be able to transport the maximum number of passengers as indicated in the relevant category.
- 8 For the purposes of this tender, the word "trip" shall mean a distance driven by a vehicle from a point of origin to a school and back. The number of trips may vary, depending on the following:
 - o Directives from the Department of Basic Education;
 - o Number of school and public holidays in a year;
 - o Determinations by Disaster Management Act

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
1.0	Transportation of the learners of Parliamentarians and Sessional Officials to and from Acacia Park to Sea Point, Gardens Commercial, Cape Town High, Cape College, St Mary's, Trafalgar High, Harold Cressy High, Good Hope High.				
1.1	(See Annexure A/ Route 1) at back of schedule for a more detailed description of service required)				
1.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
2.0	Transportation of learners of Parliamentarians and Sessional Officials to and from Acacia Park to Goodwood area, Goodwood Primary school, Koos Sadie Primary school, JG Meiring, Fairbairn College, Emmanuel Academy and Kings School				
2.1	(See Annexure B / Route 2) at back of schedule for a more detailed description of service required)				
2.2	Normal Hours 16 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
3.0	Transport of the learners of Parliamentarians and Sessional Officials to and from: Acacia Park to Monte Vista, Bothasig, Edgemoor and Tableview				
3.1	(See Annexure C/Route 3) at back of schedule for a more detailed description of service required)				
3.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
4.0	Transport of the pupils of Parliamentarians and Sessional Officials to and from Acacia Park to Parow, Bellville and Durbanville.				
4.1	(See Annexure D/Route 4 at back of schedule for a more detailed description of service required)				
4.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
5.0	Transport of the learners of Parliamentarians and Sessional Officials to and from: Acacia Park to Pinelands, Maitland, Langa and Athlone schools.				
5.1	See Annexure I/ Route 5 at back of Schedule for a more detailed description of service required):				
5.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
6.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Laboria Park to Acacia Park: Schools include: Acacia Park Primary school, Koeberg Primary school and Durbanville.				
6.1	See Annexure E/Route 6 at back of schedule for a more detailed description of service required)				
6.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
7.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Laboria Park to Cape Town schools including Oude Molen, Goodhope High, Cape Town High, Gardens High, St Mary's Primary, Prestwich Primary, Sea Point High, St Joseph's High, Rondebosch, Gardens Commercial High & Greenpoint.				
7.1	See Annexure F/Route 7 at back of Schedule for a more detailed description of service required):				
7.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
8.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Laboria Park to Wynberg, Mowbray, Rondebosch & Diepriver. Schools include: Wynberg High, Golden Groove, St Joseph's & Rustenburg High, Vera, Reddam House.				
8.1	See Annexure G/Route 8 at back of Schedule for a more detailed description of service required):	01 Bus	+/- 320 trips		
8.2	Normal Hours 14 Seater Bus				

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
9.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Pelican Park to Zeekoeivlei area: Schools include: Ferndale Primary, Pelican Park Primary, Pelican Park High, Buck Road Primary, Zeekoeivlei Primary.				
9.1	See Annexure J/Route 9 at back of Schedule for a more detailed description of service required):				
9.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trip		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
10.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Pelican Park to Claremont and Wynberg. Schools include Abbots College, Rosebank College, Westlake, Thornton College and Cape Town				
10.1	See Annexure K/Route 10 at back of Schedule for a more detailed description of service required):				
10.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
11.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Pelican Park to Acacia Park, Parow. Schools include Acacia Park Primary, Settlers School, N1 City, Kings School and Bellville.				
11.1	See Annexure L/Route 11 at back of Schedule for a more detailed description of service required):				
11.2	Normal Hours 14 Seater Bus	01 Bus	+/- 320 trips		

SCHEDULE OF QUANTITIES

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE	AMOUNT
12.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Pelican Park to Athlone. Schools include Ned Doman high, Thandokhulu High, ST Josephs Marist College and Rondebosch				
12.1	See Annexure M/ Route 12 at back of Schedule for a more detailed description of service required):				
12.2	Normal Hours 14 Seater Bus	01 Bus	+/-320 trips		

SCHEDULE OF QUANTITIES (RATE ONLY, DO NOT ADD IT TO SUMMARY OF SECTIONS)

ITEM	DESCRIPTION	UNIT	QUANTITY/ TRIPS	RATE ONLY	AMOUNT
13.0	Transport of the learners of Parliamentarians and Sessional Officials to and from Laboria Park to Wynberg, Mowbray, Rondebosch & Diepriver. Schools include: Wynberg High, Golden Groove, St Joseph's & Rustenburg High, Vera, Reddam House.				
13.1	See Annexure G/ Route 8 at back of Schedule for a more detailed description of service required):				
13.2	Normal Hours Seven seater vehicle	01 seven seater vehicle	+/-320 trips		

SUMMARY TO SCHEDULE OF QUANTITIES

TOTAL OF SCHEDULES (ITEMS 1 TO 12) R.....

PLUS VAT R.....

TOTAL (Carried to Tender Form PA 32) =====

SIGNATURE

DATE

Signed on behalf of:

CONTRACTOR: (Please Print)

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

CONTACT PERSON : MS NONENE NTSHONGA
TELEPHONE NUMBER : (021) 402-2412 / 0824464406

NATIONAL DEPARTMENT OF PUBLIC WORKS

**TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS**

DETAILED DESCRIPTION OF SERVICE

From : Acacia Park Parliamentary Village

To : Sea Point / Cape Town

District: Cape Town

Return distance of route to and from Acacia Park Parliamentary Village to Cape Town, Sea Point, etc:50 kilometres

Estimated number of passengers to be transported on this route : 14

Transportation of the learners of Parliamentarians and Sessional Officials to and from Acacia Park to Sea Point, Gardens Commercial, Cape Town High, Cape College, St Mary's, Trafalgar High, Harold Cressy High, Good Hope High.

Vehicles will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

**TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS**

DETAILED DESCRIPTION OF SERVICE

From : **Acacia Park Parliamentary Village**

To: **Goodwood**

District: **Goodwood**

Return distance of route to and from Acacia Park Parliamentary Village to various schools: 20 kilometres

Estimated number of passengers to be transported on this route : ± 16

Transportation of learners of Parliamentarians and Sessional Officials to and from Acacia Park to Goodwood area, Goodwood Primary school, Koos Sadie Primary school, JG Meiring, Fairbairn College, Emmanuel Academy and Kings School

Vehicles will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

**TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS**

DETAILED DESCRIPTION OF SERVICE

From : Acacia Park Village

To : Monte Vista / Parow

District: Bellville

Return distance of route to and from Acacia Park Parliamentary Village to Bellville: 60 kilometres

Estimated number of passengers to be transported on this route : 14

Transportation of the learners of Parliamentarians and Sessional Officials to and from Acacia Park to Parow, Bellville and Durbanville.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Acacia Park Parliamentary Village

To : Tableview

District: Tableview

Return distance of route to and from Acacia Parliamentary Village to Edgemoor, Century City, Milnerton and Tableview : 40 kilometres

Estimated number of passengers to be transported on this route : 14

Transportation of learners of Parliamentarians and Sessional Officials to and from Acacia Park to Monte Vista, Bothasig, Edgemoor and Tableview

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Acacia Park Parliamentary Village

To : Athlone

District: Athlone

Return distance of route to and from Acacia Parliamentary Village to Acacia Park area: 40 kilometres

Estimated number of passengers to be transported on this route : 14

Transportation of learners of Parliamentarians and Sessional Officials to and from Acacia Park to Pinelands, Maitland, Langa and Athlone schools.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : **Laboria Park** Parliamentary Village

To : Goodwood area

District: Goodwood

Return distance of route to and from **Laboria Park** Parliamentary Village to Acacia Park Primary school, Kings school. 50 kilometres.

Estimated number of passengers to be transported on this route: ±14

Transport of learners of Parliamentarians and Sessional Officials from **Laboria Park** to and from Acacia Park: Schools include: Acacia Park Primary school, Koeberg Primary school and Durbanville.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Laboria Park Parliamentary Village

To : Cape Town

District: Cape Town

Return distance of route from Laboria Park Parliamentary Village to Cape Town: 70 kilometres.

Estimated number of passengers to be transported on this route: ± 14.

Transportation of learners of Parliamentarians and Sessional Officials to and from Laboria Park to Cape Town schools including Oude Molen, Goodhope High, Cape Town High, Gardens High, St Mary's Primary, Prestwich Primary, Sea Point High, St Joseph's High, Rondebosch, Gardens Commercial High & Greenpoint.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Laboria Park Parliamentary Village

To : Wynberg, Mowbray, Rondebosch & Diep River

District: Cape Town

Return distance of route to and from Pelican Park Parliamentary Village to Cape town: 50 kilometres.

Estimated number of passengers to be transported on this route : ± 14

Transportation of learners of Parliamentarians and Sessional Officials to and from Laboria Park to to Wynberg, Mowbray, Rondebosch & Diepriver. Schools include: Wynberg High, Golden Groove, St Joseph's & Rustenburg High, Vera, Reddam House.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Pelican Park Parliamentary Village

To : Cape Town / Sea Point

District: Cape Town

Return distance of route to and from Pelican Park Parliamentary Village to Cape town: 70 kilometres.

Estimated number of passengers to be transported on this route : ± 14

Transportation of learners of Parliamentarians and Sessional Officials to and from Pelican Park to Cape Town, Good Hope High, Cape Town High, Gardens High, St Mary's Primary, Prestwich Primary, Sea Point High, St Joseph's High, Walmer Estate and Gardens Commercial High.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Pelican Park Parliamentary Village

To : Zeekoeivlei area

District: Cape Town

Return distance of route to and from Pelican Park Parliamentary Village to Zeekoeivlei area: 20 kilometres

Estimated number of passengers to be transported on this route : ± 14

Transport of learners of Parliamentarians and Sessional Officials from Pelican Park to and from Zeekoeivlei area: Schools include: Ferndale Primary, Pelican Park Primary, Pelican Park High, Buck Road Primary, Zeekoeivlei Primary.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS
AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Pelican Park Parliamentary Village

To: Acacia Park, Parow

District: Goodwood

Return distance of route to and from Pelican Park Parliamentary Village to various schools: 60 kilometres

Estimated number of passengers to be transported on this route : ± 14

Transportation of learners of Parliamentarians and Sessional Officials to and from Pelican Park to Acacia Park, Parow. Schools include Acacia Park Primary, Settlers School, N1 City, Kings School and Bellville.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

ANNEXURE L/ROUTE 12

NATIONAL DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION OF THE LEARNERS OF PARLIAMENTARIANS AND SESSIONAL OFFICIALS

DETAILED DESCRIPTION OF SERVICE

From : Pelican Park Parliamentary Village

To : Athlone

District: Athlone

Return distance of route to and from Pelican Park Parliamentary Village to Athlone:
40 kilometres

Estimated number of passengers to be transported on this route : ± 14

Transportation of learners of Parliamentarians and Sessional Officials to and from Pelican Park to Transport of the learners of Parliamentarians and Sessional Officials from **Pelican Park** to Ned Doman high, Thandokhuulu High, St Josephs Marist College.

Buses will depart from different bus stops within the village. Before submitting his bid, the bidder must acquaint him with the specific nature and stops on route. Despite the distance indicated above, the onus of responsibility rests with the bidder to acquaint him with the correct distance before submitting his bid because no adjustments will be made in terms of remuneration after signing of the contract.

NOTE: BEFORE TENDER PRICES ARE FILLED IN, THE TENDER AND CONTRACT CONDITIONS MUST BE THOROUGHLY STUDIED.

4. Particulars of existing contract(s) for the transport of passengers

CONTRACT NO.	NAME OF TOWN/ CITY/AREA FROM WHERE PASSENGERS ARE TRANSPORTED	NAME OF COMPANY/COMPLEXES TO WHERE PASSENGERS ARE TRANSPORTED	NUMBER OF PASSENGERS CURRENTLY TRANSPORTED
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6. Indicate where buses will be parked during school hours after learners have been off loaded. Provide full particulars.

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I hereby confirm that the above information is correct. (Refer to paragraph 3 of General Tender Conditions.)

Signed: _____

Date: _____