



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

BID NO: DPE 02/2021

LETTING OUT OF STATE OWNED HOUSES FOR REVENUE GENERATION

BIDDER :-----

CSD REGISTRATION:-----

CLOSING DATE :-----

CLOSING TIME :-----

ENQUIRIES:

Supply Chain Management

Department of Public Works and Infrastructure

Eben Donges Building

Private Bag X 3913

North End

Port Elizabeth

6056

SCM SPECIFIC ENQUIRIES

Enquiries:

Email Address:

Tel No.:

PROJECT SPECIFIC ENQUIRIES:

Enquiries: Ms N. Gqomo

Email Address: Noli.Gqomo@dpw.gov.za

Cell No.: 071 382 2553



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Tender No.: DPE 02/2021
Advert Date: 04/10/2021
Closing Date: 27/10/2021

PROPERTY TO LET

The Department of Public Works & Infrastructure invites interested parties to submit offers to lease state houses for a period of three (3) years to nine (9) years eleven (11) months.

TOWN/ AREA	TOTAL NO OF LETTABLE HOUSES	DATE & TIMES FOR VIEWING	COMPULSORY SITE BRIEFING/MEETING POINT
ADDO	1	13 October 2021 Time: 11:00 to 13:30	Addo Police station
ADELAIDE	2	15 October 2021 Time : 12:00 to 14:30	Adelaide Police station: 11 Marais Street
KING WILLIAM'S TOWN	12	19 October 2021 Time : 15:30 to 17:30 20 October 2021 Time : 09:30 to 13:30	King Williams Town Police Station :Amatola row

APPLICABLE BID EVALUATION CRITERIA: Bidders shall be evaluated and adjudicated on the basis of the highest acceptable financial offer.

RESPONSIVENESS CRITERIA: (1) Most recent proof of income. (2) 3 months certified copy bank statement. (3) 1 month old certified SA ID copy. (4) Only bidders that have positive credit record maybe considered. Attendance of a briefing session is compulsory.

SPECIAL CONDITIONS OF BID: Applicants who are indebted to the department and who have not made acceptable payment arrangements to settle their debt will not be considered. Sub-letting is strictly prohibited, and property will be utilized solely for residential purposes. The successful Bidder must be the primary resident. All electricity, water, refuse removal and other municipal services are for the successful Bidders or "Tenant's" account and is not included in the rental amount. Pre-paid meter can be installed at own cost. The standard departmental lease agreement conditions will apply. All houses are let "as is" or "voetstoots". The successful Bidder is required to make the house habitable within 90 days of signing the lease agreement to Occupational Health and Safety standards i.e Act 103/1993. Inspectors will accordingly inspect all properties after 90 days has lapsed.

CLOSING DATE AND TIME FOR SUBMISSION OF OFFERS: Offers must be submitted in a sealed, addressed envelope, clearly marked with the Tender Number and closing date, the 27th October 2021 at 11:00 am in the Tender Box situated at the entrance or by post:

Department of Public Works
Cnr Hancock & Roberts Streets
North End
PORT ELIZABETH
6056

Private Bag X3913
PORT ELIZABETH
6056

No late tenders will be considered.

ENQUIRIES:
Mrs. N. Gqomo
TEL: (041) 408 2078
Mobi: 071 382 2553



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

BID INVITATION

BID NO. DPE02/2021

LETTING OUT OF STATE OWNED HOUSES FOR REVENUE GENERATION

The National Department of Public Works invites interested parties to submit offers to let the properties below for a period of nine (9) years eleven (11) months.

Bidders are hereby invited to submit bids for the above indicated project.

Interested Parties are advised to obtain and complete application forms as failure to adhere to the conditions and requirements may lead to disqualification of the bid. It is the responsibility of interested parties to ensure that they adhere to the requirements stipulated in the application form.

Applications may be submitted in a sealed, addressed envelope, **clearly marked with the Bid Number and closing date**, in the Tender Box situated at the entrance or by post:

Department of Public Works

Cnr Hancock & Roberts Streets

North End

PORT ELIZABETH

6056

Private Bag X3913

PORT ELIZABETH

6056

No late offers will be considered.

ENQUIRIES:

Mrs. N. Gqomo

TEL: (041) 408 2078

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REPUBLIC OF SOUTH AFRICA

BID INVITATION

BID NO.: DPE02/2021

LETTING OUT OF STATE OWNED HOUSES FOR REVENUE GENERATION

A Compulsory Pre-Tender Briefing meeting/s with bidders and Department of Public Works & Infrastructure personnel will take place at Eben Donges Building in Gqeberha on **starting at 11h:00**. Due to Covid 19 restrictions, the compulsory Pre-Tender Briefing may be held with the first 50% of the venue..... Prospective Tenderers are to meet at the main entrance of the building. Bidders must ensure that they have face masks all the time during this compulsory Pre-Tender Briefing meeting. Covid 19 restrictions are to be adhered to at all times.

N.B viewing of all the advertised properties will be announced during Pre Tender briefing.



2. RESPONSIVENESS CRITERIA:

2.1. Administrative responsiveness criteria applicable for this bid:

<input checked="" type="checkbox"/>	Tender offer should be properly received on the tender closing date and time specified on the invitation, completed and signed in ink.
<input checked="" type="checkbox"/>	The (DPW-08.2 (LS)): Bid offer must be clearly completed by the bidder, with clear specification of the financial offer in terms of rental offered by the bidder.
<input checked="" type="checkbox"/>	Submission of a completed 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. (only if it's a company)
<input type="checkbox"/>	The building must be within the geographic boundaries specified in the bid documents
<input checked="" type="checkbox"/>	Submission of a completed (PA-11) Declaration of Interest and Bidder's Past Supply Chain Management Practices.
<input checked="" type="checkbox"/>	Submission of a completed (PA-29): Certificate of Independent Bid Determination
<input checked="" type="checkbox"/>	Submission of other compulsory returnable schedules / documents as per (PA-09 (LS)): List of returnable documents. NB: Bidders who failed to submit a completed PA-11 /PA-29 / PA-15.1, PA-15.2, 15.3, PA-09 (LS) may be disqualified on discretion of the Bidding Adjudication Committee.
<input type="checkbox"/>	If the bidder is an agent, a copy of the mandate (Agreement or Power of the Attorney) from the owner must be submitted with the bid documents or in case of a prospective buyer the signed purchase agreement must be submitted (OTP).
<input type="checkbox"/>	If the event that the bidder is a Holding Company and intends to bid through its subsidiary company the bidder is required comply with the following tender condition: The Composition of the Structural Arrangement (Ownership/Directors) of the subsidiary company must be the same as that of the Holding Company.
<input checked="" type="checkbox"/>	Registration on National Treasury's Central Supplier Database (CSD). Provide the supplier Register Number on the form of offer (DPW08.01) where bid is a company.
<input checked="" type="checkbox"/>	Compliance with Pre-qualification criteria for Preferential Procurement (item 5.2 must be completed)
<input checked="" type="checkbox"/>	Use of correction fluid is prohibited.
<input checked="" type="checkbox"/>	If you are in formal employment, your latest salary advice and bank statement for the last three months.
<input checked="" type="checkbox"/>	CK 1 or other certificate of incorporation for company, trust etc.
<input checked="" type="checkbox"/>	Credit Report not older than 30 calendar days.
<input checked="" type="checkbox"/>	NB: The Department reserve the right to request any additional information during evaluation of bids for the purpose of clarifying / verifying or substantiating any information submitted by a bidder. (Only if its administrative responsiveness)
<input checked="" type="checkbox"/>	NB: The department reserve the right not to award the tender to a bidder that score highest points and or to any bid.
<input type="checkbox"/>	Bidders should accept that their bid offers will be aligned to comparative base when evaluated and inline of the specification communicated in the tender document even if they offered more office space or parking bay than is required.

<input checked="" type="checkbox"/>	If you are self-employed, bank statements for the last 6 months
<input checked="" type="checkbox"/>	Proof of your present residential address. (Municipal account or account of a fixed line telephone service, like Telkom.)
<input checked="" type="checkbox"/>	The most recent accounts statements of two or more creditors, (suppliers if you are self-employed.)
<input checked="" type="checkbox"/>	A 1 month old Certified copy of the S.A. ID document of the applicant as well as the authorised representative if applicable.
<input checked="" type="checkbox"/>	If the applicant is a legal persona, a valid Tax Clearance Certificate. TCC only applicable if applicant is a company.

INTERPRETATION, ABBREVIATIONS & DEFINITIONS

INTERPRETATIONS & DEFINITIONS	
Term	Description
Base Rental Rate	The base rental rate is calculated as the Rand value based on market value, municipal value, condition assessment value and rates and taxes.
Head	Regional Manager or delegate
Letting out (lease agreement)	An agreement entered into between the state and a tenant for the lease of state property.
Market-Related	Refers to rental that can be achieved in the market between a prospective tenant and a prospective landlord on the date of acceptance.
Superfluous State Owned Property	An immovable asset that is identified as surplus to the state domestic needs. Such property can consist of either a whole property or a part of a property.
The Department	Shall mean the Department of Public Works and Infrastructure operating in the national level.

ABBREVIATIONS	
DPWI	The National Department of Public Works and Infrastructure
GIAMA	Government Immovable Asset Management Act
RBAC	Regional Bid Adjudication Committee
PMTE	Property Management Trading Entity
RFP	Request for Proposal
RLEC	Regional Letting-Out Committee
SCM	Supply Chain Management



PA-09 (LS): LIST OF RETURNABLE DOCUMENTS

Property description:	<i>LETTING OUT OF STATE OWNED HOUSES FOR REVENUE GENERATION</i>		
Property Manager:	Ms Noli Gqomo	Bid / Quote no:	DPE02/2021
Receipt Number:	N/A		

1. THE BIDDER MUST COMPLETE THE FOLLOWING RETURNABLE DOCUMENTS:

(Bidders may use the "Returnable document" column to confirm documents have been completed and returned by inserting a tick)

Bid Document Name:	Number of Pages:	Returnable document:
DWP-08.2 (LS	3 Pages	<input checked="checked" type="checkbox"/>
PA-15.1	2 Pages	<input checked="checked" type="checkbox"/>
PA-15.2	2 Pages	<input checked="checked" type="checkbox"/>
PA-15.3	3 Pages	<input checked="checked" type="checkbox"/>
PA-11	4 Pages	<input checked="checked" type="checkbox"/>
PA-29	3 Pages	<input checked="checked" type="checkbox"/>
PA-16	5 Pages	<input checked="checked" type="checkbox"/>
	Pages	<input type="checkbox"/>
	Pages	<input type="checkbox"/>
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Name of Bidder	Signature	Date
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DPW – 08.2 (LS): BID OFFER – RESIDENTIAL ACCOMMODATION

Bid no:	DPE02/2021	Closing date:	27/10/2021
Advertising date:	01/10/2021	Validity period:	56 days

1. ACCOMMODATION PARTICULARS

Name of building / Complex	
Address of building	
Market Value of building	
Municipal valuation of building	
Gross floor area of accommodation	m ²
Date accommodation may be occupied	
Commencement date of lease	
Lease period	
Option period	
Value Added Tax Number	

2. RENTALS (UNITS AND PARKING)

	Building/Units	Parking
Total Lettable area	m ²	
Number of units		
Lettable Area per Unit	m ²	
Number of Parking bays		
Rental per month	R	R
VAT per month	R	R
Total per month	R	R

Tariffs	R /m ²	R each
VAT	R /m ²	R each
Total (1)	R /m ²	R each
Escalation Rate	%	%

Operating Costs (If applicable) - Provide details on what costs entail	R /m ²	
VAT	R /m ²	
Total (2)	R /m ²	

Escalation Rate on operating costs		%	
Total (1 + 2)	R	/m ²	R each
Alteration Cost for Lessor:	R		

3. RESPONSIBILITIES

Note: The state is not prepared to accept responsibility for services or costs involved as per grey areas.
 (Indicate where applicable)

3.1. Services	State	Lessor	Client Department
3.1.1. Water consumption			
3.1.2. Electricity consumption			
3.1.3. Sanitary services			
3.1.4. Refuse removal			
3.1.5. Domestic cleaning service			
3.1.6. Consumable Supplies			

3.2. Maintenance	State	Lessor	Client Department
3.2.1. Internal maintenance			
3.2.2. External			
3.2.3. Garden (If applicable)			
3.2.4. Air conditioning			
3.2.5. Lifts			
3.2.6. Floor covering: normal wear			

3.3. Rates and Insurance	State	Lessor	Client Department
3.3.1. Municipal rates & Increases			
3.3.2. Insurance & Increases			
3.3.3. SASRIA insurance + Increase			

3.4. Other Responsibilities	State	Lessor	Client Department
3.4.1. Contract costs			
3.4.2. Stamp duty			
3.4.3. Fire fighting equipment			
3.4.4. Cost of alterations			

Note: State is not prepared to accept responsibility for costs involved within grey coloured columns

Does the building comply with the National Building Regulations?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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4. NATIONAL BUILDING REGULATIONS:

Electricity Compliance Certificate	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fire Regulation	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Accessibility Regulation	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Health and Safety Regulation	<input type="checkbox"/> Yes	<input type="checkbox"/> No

5. PARTICULARS FOR PAYMENT OF RENTAL:

Person/Organisation to whom cheque must be issued	
Postal address	
Telephone no.	
Cell. No.	
e-mail address	

6. INCOME TAX REFERENCE NUMBER:

INCOME TAX REFERENCE NUMBER (in terms of Section 69 of the Income Tax Act, 1962 (Act 58 of 1962) as amended)	
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Name of owner / Duly authorised representative	Signature	Date

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:	LETTING OUT OF STATE OWNED HOUSES FOR REVENUE GENERATION		
Bid no:	DPE02/2021	Reference no:	N/A

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	<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> (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).	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.2	<i>If so, furnish particulars:</i>		

5.3	<p><i>Is the tenderer / bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</i></p> <p>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.</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.4	<i>If so, furnish particulars:</i>		
5.5	<p><i>Was the tenderer / bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</i></p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.6	<i>If so, furnish particulars:</i>		
5.7	<p><i>Was any contract between the tenderer / bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</i></p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.8	<i>If so, furnish particulars:</i>		

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:	LETTING OUT OD STATE OWNED HOUSES FOR REVENUE GENERATION		
Bid no:	DPE02/2021	Reference no:	N/A

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 *per se* prohibition meaning that it cannot be justified under any grounds.
3. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
4. This 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.

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

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

I certify, on behalf of: _____ that:

(Name of Bidder)

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

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Name of Bidder	Signature	Date	Position

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.

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
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			

17			
18			
19			
20			

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

Note:

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

ENTERPRISE STAMP

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

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

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

Held at _____ (place)

on _____ (date)

RESOLVED that:

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

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

Note:

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

ENTERPRISE STAMP

PA-15.3: SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

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

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Held at _____ *(place)*

on _____ *(date)*

RESOLVED that:

RESOLVED that:

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

(Project description as per Bid /Tender Document)

Bid / Tender Number: _____ *(Bid / Tender Number as per Bid /Tender Document)*

PA-15.3: Special Resolution of Consortia or Joint Ventures

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: _____

_____ (Postal code) _____

Postal Address: _____

_____ (Postal code) _____

Telephone number: _____

Fax number: _____

PA-15.3: Special Resolution of Consortia or Joint Ventures

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

The bidding enterprise hereby absolves the Department of Public Works & Infrastructure 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).

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE – PROPERTY SECTOR

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
VAT Number:	
Registration Number:	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of “Black People”	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 “Black People” is a generic term which means Africans, Coloureds and Indians –</p> <ol style="list-style-type: none"> (a) Who are citizens of the Republic of South Africa by birth or descent; or (b) Who became citizens of the Republic of South Africa by naturalization- <ol style="list-style-type: none"> i. Before 27 April 1994; or ii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date
Definition of “Black Designated Groups”	<p>Black Designated Groups means:</p> <ol style="list-style-type: none"> (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;”

3. I hereby declare under Oath that:

- The Enterprise is _____% Black Owned as per Amended Property Sector Code issued under section 9(1) June 2017 gazette No 40910 vol. 624.
- The Enterprise is _____% Black Woman Owned as per Amended Property Sector Code issued under section 9(1) June 2017 gazette No 40910 vol. 624.
- The Enterprise is _____% Black Designated Group Owned as per Amended Property Sector Code issued under section 9(1) June 2017 gazette No 40910 vol. 624.
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____%
 - Black Disabled % = _____%
 - Black Unemployed % = _____%
 - Black People living in Rural areas % = _____%
 - Black Military Veterans % = _____%
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, please confirm on the table below by ticking the Nature of your business in Property.

Asset Based	Net Assets Less than R80 million	
Service Based	Annual Turnover Less than R10 million	
Estate Agencies/Broking/ Valuation Companies	Annual Turnover Less than R2.5 Million	

- Please confirm on the table below the B-BBEE level contributor, by ticking the applicable box.

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At Least 51% black owned	Level Two (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	

- 4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
- 5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

 Commissioner of Oaths
 Signature & stamp

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



Application for a Tax Clearance Certificate

Purpose

Select the applicable option Tenders Good standing

If "Good standing", please state the purpose of this application

Empty text box for purpose of application

Particulars of applicant

Name/Legal name (Initials & Surname or registered name)

Trading name (if applicable)

ID/Passport no Company/Close Corp. registered no

Income Tax ref no PAYE ref no 7

VAT registration no 4 SDL ref no L

Customs code UIF ref no U

Telephone no Fax no

E-mail address

Physical address

Postal address

Particulars of representative (Public Officer/Trustee/Partner)

Surname

First names

ID/Passport no Income Tax ref no

Telephone no Fax no

E-mail address

Physical address

Particulars of tender (If applicable)

Tender number

Estimated Tender amount R ,

Expected duration of the tender year(s)

Particulars of the 3 largest contracts previously awarded

Date started	Date finalised	Principal	Contact person	Telephone number	Amount

Audit

Are you currently aware of any Audit investigation against you/the company? YES NO
If "YES" provide details

Appointment of representative/agent (Power of Attorney)

I the undersigned confirm that I require a Tax Clearance Certificate in respect of Tenders or Goodstanding.

I hereby authorise and instruct to apply to and receive from SARS the applicable Tax Clearance Certificate on my/our behalf.

Signature of representative/agent

- -

Date

Name of representative/agent

Declaration

I declare that the information furnished in this application as well as any supporting documents is true and correct in every respect.

Signature of applicant/Public Officer

- -

Date

Name of applicant/Public Officer

Notes:

1. It is a serious offence to make a false declaration.
2. Section 75 of the Income Tax Act, 1962, states: Any person who
 - (a) fails or neglects to furnish, file or submit any return or document as and when required by or under this Act; or
 - (b) without just cause shown by him, refuses or neglects to-
 - (i) furnish, produce or make available any information, documents or things;
 - (ii) reply to or answer truly and fully, any questions put to him ...As and when required in terms of this Act ... shall be guilty of an offence ...
3. **SARS will, under no circumstances, issue a Tax Clearance Certificate unless this form is completed in full.**
4. Your Tax Clearance Certificate will only be issued on presentation of your South African Identity Document or Passport (Foreigners only) as applicable.

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

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

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

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

1. GENERAL CONDITIONS

- 1.1. The following preference point systems are applicable to all bids:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2.
- a) The value of this bid is estimated to **not exceed** R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or
 - b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).
- 1.3. Points for this bid shall be awarded for:
- (a) Price; and
 - (b) B-BBEE Status Level of Contributor.
- 1.4. The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

- 1.5. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6. The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

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

3. POINTS AWARDED FOR PRICE

1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or **90/10**

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

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

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

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

5. BID DECLARATION

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

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

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

7. SUB-CONTRACTING

1.1. Will any portion of the contract be sub-contracted?
 (*Tick applicable box*)

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

7.1.1 If yes, indicate:

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

(*Tick applicable box*)

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

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

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

8. DECLARATION WITH REGARD TO COMPANY/FIRM

1.1. Name of company/firm:.....

1.2. VAT registration number:.....

1.3. Company registration number:.....

1.4. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

1.5. DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

1.6. COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

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

1.8. I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in



paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES

.....



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 3554, house No. 2 Amakhaya street King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
1.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 3554, house No. 12 Amakhaya street King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
2.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 3554, house No. 14 Amakhaya street King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
3.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 85003, house No. 20 President Swart street King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
4.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 3369, house No. 21 Piet Retief King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
5.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 3228, house No. 34 Goud street King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
6.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 2604, house No. 50 New street King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
7.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:			
ERF 2603, house No. 52 New street King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
8.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....



For ease reference, Bidders shall enter their Price in the space provided below:

ERF 2293, house No. 55 Albert street King Williams Town

ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
9.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:

ERF 2592, house No. 105 Amatola Street King Williams Town

ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
10.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:

Portion 270 Farm 113 Addo RD, house No. 4 – 6 Main Street Addo

ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
11.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:

Erven 415 & 416 Berlin, Brownlee Street Berlin

ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
12.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

For ease reference, Bidders shall enter their Price in the space provided below:

Erven 346 & 365 Adelaide, house No. 52 Market Street Adelaide

ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
13.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....



For ease reference, Bidders shall enter their Price in the space provided below:			
Erf 616 Adelaide, bld No. Bon accord Street Adelaide			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
14.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....
For ease reference, Bidders shall enter their Price in the space provided below:			
Erf 2947, house no. 116 Wodehouse King Williams Town			
ITEM NO.	SERVICE REQUIRED	TOTAL (amount in figures)	TOTAL (amount in words)
15.	Total Rental per month ranges from 0-3 years and 9 year 11 months period	R.....

The total amount for the 9 year 11 months lease should include escalation of 8% per annum. The escalation in the rental will be reviewed and adjusted from time to time over the lease period in terms of reviewed Treasury Regulations and the Consumer Price Index (CPI) at the Departments discretion.

- 1) If the Bid Sum (amount in words) differ from the Bid Sum (amount in figure), the Bid Sum (amount in words) will govern.
- 2) Failure to complete the Bid Sum (amount in words) will automatically invalidate the offer submitted.
- 3) Failure to sign this bid automatically invalidate the bid.

Signature of Bidder:

Capacity under which this bid is signed:

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

Date:



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TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSIONS

- 1.1 Bid must be submitted 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 RETYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3 The successful bidder will be required to fill in and sign a written 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 Verify The TAXPAYERS PROFILE and Tax status.**
- 2.3 Application for Tax Compliance Status (TCS) PIN may be made via E-filing through SARS website www.sars.gov.za
- 2.4 Bidders may also submit a printed TCS certificate together with the bid.
- 2.5 In bids where Consortia/Joint Ventures/Sub-Contractors are involved each party must submit a separate TCS Certificate/Pin/CSD Number.
- 2.6 Where No TCS is available but the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided.



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ERF 3554, House No. 2 Amakhaya Street KWT



- 4 Bedrooms
- Dining room plus sitting area.
- 1 Bath room
- Kitchen plus laundry.
- Toilet
- Shower need to be repaired.
- Garage plus flat with a toilet.

ERF 3554, House No. 12 Amakhaya Street KWT



- Dining room plus sitting area.
- 4 Bedrooms
- Kitchen & laundry area
- 1 Bath room
- Toilet
- Shower need repairs
- Stoop tiles are peeling off.

ERF 3554, House No. 14 Amakhaya Street KWT



- 4 bedrooms with building cupboards.
- 1 dining and rest room
- 1 kitchen
- 1 bathroom
- 2 toilets
- 1 shower
- Study room.



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ERF 85003, House No. 20 President Street, KWT



1 Dining room plus a rest room
3 Bedrooms
1 Kitchen plus laundry
1 bathroom
2 toilets
1 shower
Linen area in passage

ERF 3369, House No. 21 Piet Retief Street KWT



Dining room.
Kitchen
Laundry area
3 Bedrooms, with cupboards.
Shower.
1 toilet.



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ERF 3228, House No. 34 Goud Street KWT



Dining room plus sitting area.

Kitchen plus laundry area.

3 Bedroom

1 Bathroom

1 Toilet

1 Shower

ERF 2604, House No.50 New Street KWT



1 dining room

1 kitchen plus laundry

4 bedrooms with build in cupboards

1 bathroom

1 toilet

1 shower



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ERF 2603, House No. 52 New Street KWT



Dining room sitting area
Kitchen plus laundry
4 bedrooms with build in cupboards
Bathroom
Toilet
Garage plus flat and toilet

ERF 2293, House No. 55 Albert KWT



Dining room
3 Bed rooms
Kitchen
2 Bath rooms
1 toilet
Single Garage.
Flat 2 rooms plus toilet

ERF 2592, House No. 105 Amatola Street KWT



3 bedrooms with building cupboards.
1 dining and rest room
1 kitchen and laundry
1 bathroom
Single garage with flat attached to main house



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Portion 270 of Farm 113 Addo Registration Division, house no. 4 -6 main street Addo



- 3 Bedrooms with build-in cupboards
- 1 Dining and rest room
- 1 Kitchen and laundry
- 1 bathroom
- Single garage with flat attached to main house

Erven 415 & 416 Berlin, house in Brownlee Street



- 3 bedroom house
- 1 dining room
- 1 bathroom
- Single garage with attached flat let



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Erven 364 &365 Adelaide, house no. 52 church Street Adelaide



3 bedroom house
1 dining room
1 big lounge area
Single garage with attached flat let

Erf 616 Adelaide, Born accord Street



Dilapidated Building
Used a as an old command
Winterberg college.



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Erf 2947, house no. 116 Wodehouse King Williams Town



3 bedroom house

1 bathroom

1 dining room

Single garage with flat let



Evaluation Criteria:

1. All proposals will be subjected to responsiveness evaluation.
2. Evaluation and Adjudication will be dealt with in terms of Circular 135 of 2020 Letting-Out of Vacant Unutilized State Owned Properties.
3. All Tenants will be subjected to a credit, affordability and risk assessment to ensure:
 - a) The Tenant can afford the rental payment.
 - b) The Tenant has an acceptable credit report.
 - c) The Tenant is financially solvent.
4. Bank rating letter.
5. Three months bank statement indicating cash flow.
6. All financial offers must be market related.
7. The current or intended use of the property must be appropriate.

Rental Models:

1. A Base rental model applies to all properties and tenants. The base rental rate is calculated as the Rand value of monthly rates, taxes and other related charges associated with the property.
2. Payment of base rental is not negotiable.
3. Rental models applicable to other tenants may vary depending on the usage of the property and available benchmarks and include:
 - a) Base rental + a % turnover
 - b) Base rental + a fixed monthly amount
4. Rental rates (on top of the base rental) are negotiable and the Evaluation Committee is responsible to negotiate with tenant/s a fair market related rental rate.
5. Maintenance and repair of the current property are the responsibilities of the Tenant.