



public works
& infrastructure

Department
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

09/06/2025

TENDER HP25/003GS

RETURNABLE DOCUMENTS

AND

TERMS OF REFERENCE

APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT A COMPREHENSIVE DUE DILIGENCE ASSESSMENTS OF BUSINESS PROCESSES AND TECHNOLOGY SYSTEMS, IMPLEMENT INTERVENTIONS, PROVIDE CRITICAL RESOURCES AND DEVELOP A DIGITAL TRANSFORMATION BLUEPRINT FOR DPWI/ PMTE OVER A PERIOD OF 36 MONTHS.

Advert Date:

09 June 2025

Compulsory Briefing Session Date:

18 June 2025

Closing Date:

08 July 2025

YOU ARE HEREBY INVITED TO BID TO THE GOVERNMENT OF THE REPUBLIC OF SOUTH AFRICA

PLEASE TAKE NOTE

BID NUMBER: **HP25/003GS**

CLOSING TIME: **11:00 SHARP**

CLOSING DATE: **08 JULY 2025**

BIDS RECEIVED AFTER THE CLOSING TIME AND DATE ARE LATE AND WILL, AS A RULE NOT BE ACCEPTED FOR CONSIDERATION

The **Bid Form** must be completed and signed in the original that is in ink. Forms with photocopied signatures or other such reproduction of signatures may be rejected.

BID DOCUMENTS MAY BE POSTED TO

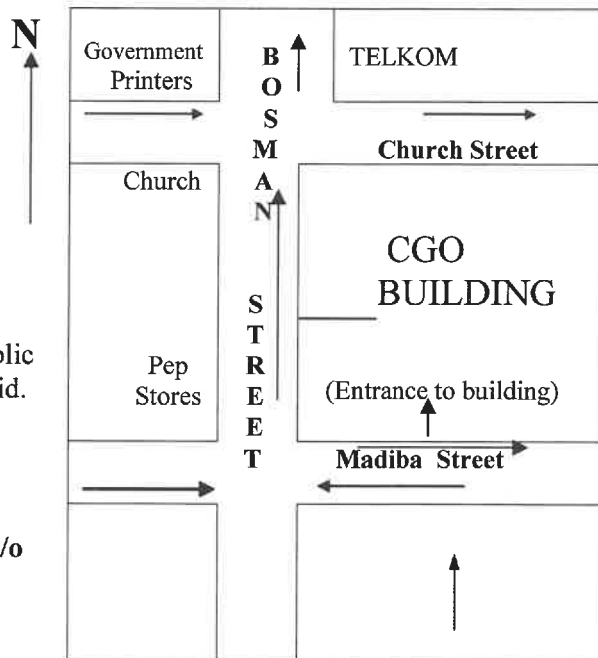
DIRECTOR-GENERAL
Department of Public Works
Private Bag X65
PRETORIA
0001

ATTENTION: TENDER SECTION:
Central Government office: Room 121

Bid documents that are posted must reach the Department of Public Works: Tender section, before 11:00 on the closing date of the bid.

OR

The bid documents may be deposit at the Dept. of Public Works:
Head Office: **Room 121, Central Government Office (CGO) c/o Bosman and Madiba street. (Entrance Madiba Street)**
Pretoria,0001



The Head Office of the Department of Public Works is open **Mondays to Fridays**
07:30 – 12:30 / 13:30 – 15:30. However, if the bid is late, it will, as a rule not be accepted for consideration.

Bidders should ensure that bids are delivered timeously to the correct address.

SUBMIT ALL BIDS ON THE OFFICIAL FORMS - DO NOT RETYPE.

Bids by telegram, facsimile or other similar apparatus will not be accepted for consideration.

**SUBMIT EACH BID IN A SEPARATE SEALED ENVELOPE,
INDICATING THE TENDER NR, CLOSING DATE AND YOUR COMPANY NAME**

The Government Tender Bulletin is available on the Internet on the following web sites:

1. <http://www.treasury.gov.za>
2. <http://www.info.gov.za/documents/tenders/index.htm>

PA 32: INVITATION TO BID PART A

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)				
BID NUMBER:	HP25/003GS	CLOSING DATE:	08 JULY 2025	CLOSING TIME:
				11:00AM
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT A COMPREHENSIVE DUE DILIGENCE ASSESSMENTS OF BUSINESS PROCESSES AND TECHNOLOGY SYSTEMS, IMPLEMENT INTERVENTIONS, PROVIDE CRITICAL RESOURCES AND DEVELOP A DIGITAL TRANSFORMATION BLUEPRINT FOR DPWI/ PMTE OVER A PERIOD OF 36 MONTHS			
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)				
Department of Public Works & Infrastructure Head Office: Room 121, Central Government Office (CGO) c/o Bosman and Madiba Street.(Entrance Madiba Street) Pretoria,0001				
OR POSTED TO:				
Attention: Procurement office:Bid Admin: Department of Public Works and Infrastructure Private bag X65 0001				
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:
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)				

TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE (ALL APPLICABLE TAXES)	R
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY	Public Works and Infrastructure	CONTACT PERSON	Zameka Makatesi
CONTACT PERSON	Kagelelo Segole	TELEPHONE NUMBER	012-406-1577
TELEPHONE NUMBER	012-406-1362	FACSIMILE NUMBER	n/a
FACSIMILE NUMBER	n/a	E-MAIL ADDRESS	Zameka.Makatesi@dpwi.gov.za
E-MAIL ADDRESS	Kagelelo.Segole@dpw.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).
- 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.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND 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)? ☐ YES ☐ NO
 - 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
 - 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
 - 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ 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.

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-09 (GS): LIST OF RETURNABLE DOCUMENTS

Project title:	APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT A COMPREHENSIVE DUE DILIGENCE ASSESSMENTS OF BUSINESS PROCESSES AND TECHNOLOGY SYSTEMS, IMPLEMENT INTERVENTIONS, PROVIDE CRITICAL RESOURCES AND DEVELOP A DIGITAL TRANSFORMATION BLUEPRINT FOR DPWI/ PMTE OVER A PERIOD OF 36 MONTHS.		
Project Leader:	MS. ZAMEKA MAKATESI	Bid / Quote no:	HP25/003GS

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:
Bid form (PA-32)	2 Pages	<input type="checkbox"/>
PA-04(GS): Notice and invitation to tender	10 Pages	<input type="checkbox"/>
PA-09(GS): List of returnable documents	1 Page	<input type="checkbox"/>
PA-10: General Conditions of contract (GCC)	10 Pages	<input type="checkbox"/>
PA-11: Declaration of Interest and Bidder's Past Supply Chain Management Practices	3 Pages	<input type="checkbox"/>
PA-15.1: Resolution of Board of Directors	2 Pages	<input type="checkbox"/>
PA-15.2: Resolution of Board of Directors to enter into consortia or Joint Ventures	3 Pages	<input type="checkbox"/>
PA-15.3: Special Resolution of Consortia or Joint Ventures	3 Pages	<input type="checkbox"/>
PA-16: Preference Points Claim Form	10 Pages	<input type="checkbox"/>
PA-40: Declaration of designated groups for preferential procurement	2 Pages	<input type="checkbox"/>
Terms of Reference	23 Pages	<input type="checkbox"/>
Submission of fully completed Annexure A: Workforce Capacity	13 Pages	<input type="checkbox"/>
Submission of fully completed Annexure B Pricing Schedule	1 Page	<input type="checkbox"/>
Submission of fully completed Annexure C: Particulars of Tender's Projects (DPW-09).	6 Pages	<input type="checkbox"/>

Name of Bidder	Signature	Date

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

THE DEPARTMENT OF PUBLIC WORKS INVITES BIDDERS FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT A COMPREHENSIVE DUE DILIGENCE ASSESSMENTS OF BUSINESS PROCESSES AND TECHNOLOGY SYSTEMS, IMPLEMENT INTERVENTIONS, PROVIDE CRITICAL RESOURCES AND DEVELOP A DIGITAL TRANSFORMATION BLUEPRINT FOR DPWI/ PMTE OVER A PERIOD OF 36 MONTHS

Project title:	APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT A COMPREHENSIVE DUE DILIGENCE ASSESSMENTS OF BUSINESS PROCESSES AND TECHNOLOGY SYSTEMS, IMPLEMENT INTERVENTIONS, PROVIDE CRITICAL RESOURCES AND DEVELOP A DIGITAL TRANSFORMATION BLUEPRINT FOR DPWI/ PMTE OVER A PERIOD OF 36 MONTHS
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Bid no:	HP25/003GS		
Advertising date:	09 June 2025	Closing date:	08 July 2025
Closing time:	11:00am	Validity period:	84 days

1. FUNCTIONALITY CRITERIA APPLICABLE YES ☒ NO ☐

Note 1: Failure to meet minimum functionality score will result in the tenderer being disqualified.

Functionality criteria:¹	Weighting factor:
<p>1. Company Experience</p> <p>Bidders must demonstrate company experience within the past 10 years by providing a signed, dated and verifiable reference letter for each service category of work done.</p> <p>Reference letters must meet the following criteria:</p> <ul style="list-style-type: none"> • Must detail the work that was done which should be of similar scope. • Must be in the company or organization's letterhead. • Must be signed by the delegated authority. • Must indicate the duration of the contract. • Must indicate the project value of the contract. • Must have the national footprint. <p>Scoring:</p> <ul style="list-style-type: none"> • 12 or more completed work/projects per service category = 5. • 9 - 11 completed work/ projects per service category = 4. • 6 - 8 completed work/ projects per service category = 3. • 3 - 5 completed work/ projects per service category = 2. • 1 - 2 completed work/ projects per service category = 1. • 0 completed work/ project per service category = 0. 	15

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.

2. Project Value

Bidder to indicate total value of projects completed in the previous 10 years. Scoring will be based on the total value of projects.

List of completed projects with clear project description, locations and project value (Please complete DPW-09).

Scoring:

- A project with the value of R 80 million and above with at least 5 service categories in table 2 above = 5.
- A project with the value of R 60 million to R 79 million with at least 5 service categories in table 2 above = 4.
- A project with the value of R 40 million to R 59 million with at least 5 service categories in table 2 above = 3.
- A project with the value of R 20 million to R 39 million with at least 5 service categories in table 2 above = 2.
- A project with the value of R 10 million to R 19 million with at least 5 service categories in table 2 above = 1.

10

3. Workforce capacity

Bidders to provide proof of work force to execute the work, by submitting CVs and qualifications of the resources. Bidders must meet the requirements of the following service categories for assessment as per Annexure A:

Aggregated scores from Annexure A will be used for scoring.

Service Categories	Resources
1. ICT Project and Programme Management	Program Manager Project Manager Project Administrator
2. Service Management	Service Delivery Manager Help Desk Analyst
3. Business Analysis	Business Analyst
4. Enterprise Architecture	Application Architect Solution Architect Technology Architect
5. Data Management	Database Administrator Financial Data Analyst
6. Data Centre Services	Storage & Disaster Recovery Specialist Infrastructure Specialist Technical Manager
7. Network Infrastructure	Systems Engineer Network Engineer Wide Area Network (WAN) Specialist
8. Cyber Security Services	ICT Business Continuity Specialist Cyber Security Analyst
9. Chartered Accountancy	GRAP Specialist
10. Digital & Financial Forensics	Digital Forensic Investigator Forensic Accountant Information Security Auditor
11. Digital Change Management	Digital Change Manager

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Service categories for assessment

The workforce capacity weight total of the resources of service categories for assessment is **130** as per the Annexure A. Below is a description of how the different percentages (%) can be attained.

- Score from **104** points to **130** points = 80 - 100%
- Score from **91** points to **103** points = 70 - 79%
- Score from **78** points to **90** points = 60 - 69%
- Score from **65** points to **77** points = 50 - 59%
- Score from **52** points to **64** points = 40 - 49%
- Score from **0** point to **51** points = 0 - 39%

Scoring:

- 80 % – 100% Workforce capacity = 5 points.
- 70 % – 79% Workforce capacity = 4 points.
- 60 % – 69% Workforce capacity = 3 points.
- 50 % – 59% Workforce capacity = 2 points.
- 40 % – 49% Workforce capacity = 1 points.
- 0 – 39% Workforce capacity = 0 points.

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

<p>4. Project Proposal</p> <p>Technical Quality of the Proposal/ Bid. The technical quality of the proposal will be assessed using the following criteria:</p> <p>Technical Quality of the Proposal/ Bid. The technical quality of the proposal will be assessed using the following criteria:</p> <ol style="list-style-type: none"> 1. Clear understanding of the project and service scope. <ol style="list-style-type: none"> a) Design of the project / assessment (risks, limitations, and proposed solutions). b) Methods and techniques. c) Data analysis and reporting. 2. Clear project implementation plan <ol style="list-style-type: none"> a) Activities, time, output, and reporting (Critical Path issues to be clearly identified). <p>Scoring:</p> <ul style="list-style-type: none"> • Full Coverage: If the proposal addresses all two criteria's (1, 2) = 5 points • Partial Coverage: If the proposal covers any one of the two criteria's = 3 points. • Minimal Coverage: If the proposal addresses none of the two criteria's = 0 point. 	<p>20</p>
<p>5. Company Credentials</p> <p>Bidders are required to demonstrate accreditation in the following areas:</p> <p>Certifications:</p> <ul style="list-style-type: none"> • BCI Certification - Membership from the Business Continuity Institute. • ISACA CECS accreditation - Electronic Communications Service (ECS) License. • ISACA CECNS accreditation - Electronic Communications Network Service (ECNS) License. <p>Scoring:</p> <ul style="list-style-type: none"> • 3 certificates = 5 points. • 2 certificates = 3 points. • 1 certificate = 1 points. • Non-submission = 0 point. 	<p>10</p>

<p>6. Financial Capability</p> <p>Adequate financial resources. Original bank rating certificate of letter from the bank indicating the bank rating not older than 6 months.</p> <p>Scoring:</p> <ul style="list-style-type: none"> • Bank rating of "A" = 5 points • Bank rating of "B" = 4 points • Bank rating of "C" = 3 points • Bank rating of "D" = 2 points • Bank rating of "E" = 1 point • Non-submission and/ any other Bank rating = 0 point 	<p>10</p>
<p>7. Presentation of approach and methodology</p> <p>The bidders will be required to make a PowerPoint presentation to the Department that demonstrates their proposed methodology. Methodology must be in line with the top three submitted projects covering all service categories and include the following areas:</p> <ol style="list-style-type: none"> 1. Project Plan, methodology and execution of one of the major projects. 2. Demonstrate the proposed architecture blueprint / enterprise architecture for the client. 3. Proposed/ implementable systems – including their relevancy, industry ratings and reviews. 4. Project implementation and monitoring to ensure that proposed solutions are indeed working (success factors). 5. Capacity building / skills transfer programme to ensure sustainability of the specific project. <p>Scoring:</p> <ul style="list-style-type: none"> • Full Coverage: If the methodology addresses all 5 components = 5. • Comprehensive Coverage: If the methodology addresses at least 4 components = 4. • Partial Coverage: If the methodology addresses at least 3 components = 3. • Minimal Coverage: If the methodology addresses at least 2 components = 2. • Minimal Coverage: If the methodology addresses only 1 component = 1. • No Coverage: if the methodology does not address any of the components = 0. 	<p>10</p>
<p>Total</p>	<p>100 Points</p>

(Weightings will be multiplied by the scores allocated during the evaluation process to arrive at the total functionality points)

<p>Minimum functionality score to qualify for further evaluation:</p>	<p>70</p>
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(Total minimum qualifying score for functionality is 50 percent, any deviation below or above the 50 percent, provide motivation below).

A minimum functionality score of 70 points is required to qualify for further evaluation because of the magnitude and the nature of the project. The project is complex and requires multidisciplinary expertise and accreditation particularly in ICT, Finance and Auditing.

2. THE FOLLOWING EVALUATION METHOD FOR RESPONSIVE BIDS WILL BE APPLICABLE:

<input type="checkbox"/> Method 1 (Financial offer)	<input checked="" type="checkbox"/> Method 2 (Financial and Preference offer)
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2.1. Indicate which preference points scoring system is applicable for this bid:

<input type="checkbox"/> 80/20 Preference points scoring system	<input checked="" 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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3. RESPONSIVENESS CRITERIA

3.1. Indicate substantive responsiveness criteria applicable for this tender. Failure to comply with the criteria stated hereunder shall result in the tender offer being disqualified from further consideration:

1	<input checked="" type="checkbox"/>	Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.
2	<input checked="" type="checkbox"/>	Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender).
3	<input checked="" type="checkbox"/>	All parts of tender documents submitted must be fully completed in ink and signed where required
4	<input checked="" type="checkbox"/>	Use of correction fluid is prohibited.
5	<input checked="" type="checkbox"/>	Submission of record of attending compulsory briefing session. The tender clarification/ briefing session meeting is compulsory to ensure uniformity, common understanding and to reduce non-compliant bids.
6	<input checked="" type="checkbox"/>	Submission of ISO 27001 Company Certification – Information Security Management System (ISMS)
7	<input checked="" type="checkbox"/>	Submission of ISO 22301 Company Certification – Business Continuity Management System (BCMS)
8	<input checked="" type="checkbox"/>	Submission of ISO 9001 Company Certification – Quality Management System (QMS)

3.2. Indicate administrative requirements applicable for this tender. Tenderers may be required to submit the below documents where applicable.

The Employer reserves the right to request further information regarding the undermentioned criteria. Failing to submit further clarification and/or documentation within seven (7) calendar days from request or as specifically indicated, will disqualify the tender offer from further consideration.

1	<input checked="" type="checkbox"/>	Any correction to be initialled by the person authorised to sign the tender documentation as per PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of Consortia or JV's.
2	<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.
3	<input checked="" type="checkbox"/>	Submission of (PA-11): Bidder's disclosure.
4	<input checked="" type="checkbox"/>	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
5	<input checked="" type="checkbox"/>	Submission of proof of Registration on National Treasury's Central Supplier Database (CSD) or insert the Supplier Registration Number on the form of offer
6	<input checked="" type="checkbox"/>	Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance.
7	<input checked="" type="checkbox"/>	Submission of PA-32: Invitation to Bid
8	<input checked="" type="checkbox"/>	Submission of fully completed Annexure A: Workforce Capacity

9	<input checked="" type="checkbox"/>	Submission of fully completed Annexure B Pricing Schedule
10	<input checked="" type="checkbox"/>	Submission of fully completed Annexure C: Particulars of Tender's Projects (DPW-09).

3.3. Indicate administrative requirements applicable for specific goals, Tenderers will not be required to submit the below document if not provided in the original tender proposals, Failure to comply with the criteria stated hereunder shall result in the tenderer not allocated points for specific goals:

1	<input checked="" type="checkbox"/>	Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022
2	<input checked="" type="checkbox"/>	A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Certificate issued by a SANAS accredited service provider

4. METHOD TO BE USED TO CALCULATE POINTS FOR SPECIFIC GOALS

<input type="checkbox"/>	<p>4.1. For procurement transaction with rand value greater than R1 Million and up to R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.</p> <p>Table 1</p> <table> <tr> <th>Serial No</th><th>Specific Goals</th><th>Preference Points Allocated out of 20</th><th>Documentation to be submitted by bidders to validate their claim</th></tr> <tr> <td>1.</td><td>An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)</td><td>10</td><td> <ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. </td></tr> <tr> <td>2.</td><td>Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)</td><td>2</td><td> <ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder. </td></tr> <tr> <td>3.</td><td>An EME or QSE or any entity which is at least 51% owned by black women (Mandatory)</td><td>4</td><td> <ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. </td></tr> <tr> <td>4.</td><td>An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)</td><td>2</td><td> <ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> </td></tr> </table>			Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim	1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	10	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. 	2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder. 	3.	An EME or QSE or any entity which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. 	4.	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p>
Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim																				
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3.	An EME or QSE or any entity which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. 																				
4.	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p>																				

			<ul style="list-style-type: none"> Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</p>
5.	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> ID copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.



4.2. For procurement transaction with rand value greater than R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 2 below are applicable.

NB. The use of one of goal numbers' 4 or 5 is mandatory. The BSC must select either one of the two, but not both.

Table 2

Serial No	Specific Goals	Preference Points Allocated out of 10	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.
3.	An EME or QSE or any entity which is at least 51% owned by black women (mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.



Notice and Invitation to Bid: PA-04 (GS)

	4. <input type="checkbox"/>	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> • SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> • Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> • South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</p>
	OR			
	5. <input checked="" type="checkbox"/>	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> • ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable

5. COLLECTION OF BID DOCUMENTS:

- ☒ Bid documents are available for free download on e-Tender portal www.etenders.gov.za / and DPWI Departmental website: <http://www.publicworks.gov.za/tenders.html>
- ☒ Alternatively, Bid documents may be collected during working hours at the following address **256 Madiba Street, Pretoria**. A non-refundable bid deposit of **R 800,00.** is payable, (Cash only) is required on collection of the bid documents.
- ☒ A **compulsory** pre-bid meeting with representatives of the Department of Public Works and Infrastructure, will take place at **CGO Building** on **18 JUNE 2025** starting at **11:00am**. Venue: **National Department of Public Works, 256 Madiba Street, CGO Building, Pretoria Central, 0001.**

6. ENQUIRIES

6.1. Technical enquiries may be addressed to:

DPWI Project Manager	Zameka Makatesi	Telephone no:	012 406 1577
Cellular phone no		Fax no:	
E-mail	Zameka.Makatesi@dpwi.gov.za		

6.2. SCM enquiries may be addressed to:

SCM Official	Kagelelo Segole	Telephone no:	012 406 1362
Cellular phone no		Fax no:	
E-mail	Kagelelo.Segole@dpwi.gov.za		

7. 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

BID DOCUMENTS MAY BE POSTED TO: THE DIRECTOR -GENERAL DEPARTMENT OF PUBLIC WORKS PRIVATE BAG X65 <i>Pretoria Central</i> 0001 ATTENTION: PROCUREMENT SECTION: ROOM 121 <i>POSTED TENDERS MUST BE RECEIVED PRIOR CLOSING DATE AND TIME AT 11H00 BY THE DEPARTMENT</i>	OR	DEPOSITED IN THE TENDER BOX AT: National Department of Public Works, CGO Building, 256 Madiba Street, Pretoria Central, 0001
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Zameka Makatesi
 Date: 06 June 2025

PA-10: GENERAL CONDITIONS OF CONTRACT (GCC)

NOTES:

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:

- 1.1. **"Closing time"** means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2. **"Contract"** means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3. **"Contract price"** means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4. **"Corrupt practice"** means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5. **"Countervailing duties"** are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6. **"Country of origin"** means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7. **"Day"** means calendar day.
- 1.8. **"Delivery"** means delivery in compliance of the conditions of the contract or order.
- 1.9. **"Delivery ex stock"** means immediate delivery directly from stock actually on hand.
- 1.10. **"Delivery into consignees store or to his site"** means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11. **"Dumping"** occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12. **"Force majeure"** means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13. **"Fraudulent practice"** means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14. **"GCC"** means the General Conditions of Contract.
- 1.15. **"Goods"** means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.

- 1.16. **“Imported content”** means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17. **“Local content”** means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18. **“Manufacture”** means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19. **“Order”** means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20. **“Project site”** where applicable, means the place indicated in bidding documents.
- 1.21. **“Purchaser”** means the organization purchasing the goods.
- 1.22. **“Republic”** means the Republic of South Africa.
- 1.23. **“SCC”** means the Special Conditions of Contract.
- 1.24. **“Services”** means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25. **“Written” or “in writing”** means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1. These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2. Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3. Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1. Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2. With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

- 4.1. The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

- 5.1. The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be

made in confidence and shall extend only so far as may be necessary for purposes of such performance.

- 5.2. The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3. Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4. The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

- 6.1. The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1. Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2. The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3. The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4. The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1. All pre-bidding testing will be for the account of the bidder.
- 8.2. If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3. If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4. If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5. Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

- 8.6. Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7. Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8. The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1. The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1. Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2. Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1. The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1. Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1. The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and

- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

- 13.2. Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

- 14.1. As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

- 15.1. The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2. This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3. The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4. Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5. If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1. The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2. The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
- 16.3. Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4. Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1. Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

- 18.1. No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

- 19.1. The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

- 20.1. The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1. Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2. If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3. No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4. The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5. Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6. Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

- 22.1. Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

- 23.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

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- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period of not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction on any person by the Accounting Officer/ Authority will, at the discretion of the Accounting Officer/ Authority, also be applicable to any enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which the first-mentioned person, is or was in the opinion of the Accounting Officer/ Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish The National Treasury, with the following information:

- i) The name and address of the supplier and/or person restricted by the purchaser;
- ii) The date of commencement of the restriction
- iii) The period of the restriction; and
- iv) The reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than ten years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1. When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

- 25.1. Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2. If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

- 26.1. The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in Connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of the procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under contract unless they Otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of Liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss 12 or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

- 29.1. The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

- 30.1. The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

- 31.1. Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2. The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

- 32.1. A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2. A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3. No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African

33. National Industrial Participation Programme (NIPP)

- 33.1. The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

34. Prohibition of Restrictive Practices

- 34.1. In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2. If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.
- 34.3. If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Name of Bidder	Signature	Date

PA-11: BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest (1) in the enterprise, employed by the state?

YES / NO

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

(1) the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

YES / NO

- 2.2.1 If so, furnish particulars:

.....
.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES / NO

- 2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name).....
in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

² 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.

- 3.7 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

This form has been aligned with SBD4

PA-15.1: RESOLUTION OF BOARD OF DIRECTORS

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

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

Held at _____ (place)

on _____ (date)

RESOLVED that:

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

_____ (project description as per Bid / Tender Document)

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

- *Mr/Mrs/Ms: _____

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

and who will sign as follows: _____

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

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



15			
16			
17			
18			
19			
20			

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

Note:

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

ENTERPRISE STAMP

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

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

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

Held at _____ (place)

On _____ (date)

RESOLVED that:

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: _____ (code)

Fax number: _____ (code)

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

Note:

1. * Delete which is not applicable
2. **NB.** This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise
3. Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page

ENTERPRISE STAMP



PA-15.3: SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

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

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Held at _____ *(place)*

on _____ *(date)*

RESOLVED that:

RESOLVED that:

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

(Project description as per Bid /Tender Document)

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

- B. *Mr/Mrs/Ms: _____
in *his/her Capacity as: _____ (Position in the Enterprise)
and who will sign as follows: _____

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

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

- D. The Enterprises to the Consortium/Joint Venture accept joint and several liability for the due fulfilment of the obligations of the Consortium/Joint Venture deriving from, and in any way connected with, the Contract entered into with the Department in respect of the project described under item A above.
- E. Any of the Enterprises to the Consortium/Joint Venture intending to terminate the consortium/joint venture agreement, for whatever reason, shall give the Department 30 days written notice of such intention. Notwithstanding such decision to terminate, the Enterprises shall remain jointly and severally liable to the Department for the due fulfilment of the obligations of the Consortium/Joint Venture as mentioned under item D above.
- F. No Enterprise to the Consortium/Joint Venture shall, without the prior written consent of the other Enterprises to the Consortium/Joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint venture agreement in relation to the Contract with the Department referred to herein.
- G. The Enterprises choose as the *domicilium citandi et executandi* of the Consortium/Joint Venture for all purposes arising from the consortium/joint venture agreement and the Contract with the Department in respect of the project under item A above:

Physical address: _____

_____ (code)

Postal Address: _____

_____ (code)

Telephone number: _____

Fax number: _____



	Name	Capacity	Signature
1			
2			
3			
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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-16: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 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 **Preference Points System to be applied**

(tick whichever is applicable).

- ☐ The applicable preference point system for this tender is the **80/20** preference point system.
- ☒ The applicable preference point system for this tender is the **90/10** preference point system.
- ☐ Either the **90/10** or **80/20** preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 **Points for this tender shall be awarded for:**

1.3.1 **Price; and**

1.3.2 **Specific Goals**

1.4 **The maximum points for this tender are allocated as follows:**

	90/10
PRICE	
SPECIFIC GOALS	
Total points for Price and Specific Goals	100

1.5 Breakdown Allocation of Specific Goals Points



1.5.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1 Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

Table 1

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE which is at least 51% owned by black people (Mandatory)	10	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.
3.	An EME or QSE which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

			<p>and</p> <ul style="list-style-type: none"> • Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> • South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> • National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> • ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.



1.5.2. For procurement transaction with rand value greater than R1 Million and up to R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 2 below are applicable.

Table 2

Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	10	<ul style="list-style-type: none"> • SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> • Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p>

			<ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.
3.	An EME or QSE or any entity which is at least 51% owned by black women (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4.	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</p>

5.	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
----	--	---	---



1.5.3. For procurement transaction with rand value greater than R50 Million (Inclusive of all applicable taxes) the specific goals listed in table 3 below are applicable.

NB. The use of one of goal numbers' 4 or 5 is mandatory. The BSC must select either one of the two, but not both.

Table 3

Serial No	Specific Goals	Preference Points Allocated out of 10	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	4	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
2.	Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area (Mandatory)	2	<ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. <p>Or</p> <ul style="list-style-type: none"> Lease Agreement which is in the name of the bidder.

	3.	An EME or QSE or any entity which is at least 51% owned by black women (mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
	4. <input type="checkbox"/>	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	<ul style="list-style-type: none"> SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. <p>and</p> <ul style="list-style-type: none"> Medical Certificate indicating that the disability is permanent. <p>Or</p> <ul style="list-style-type: none"> South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. <p>Or</p> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</p>
	5. <input type="checkbox"/>	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	<ul style="list-style-type: none"> ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable

1.6 Failure on the part of the tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals, if the service provider/ tenderer did not submit proof or documentation required to claim for specific goals will be interpreted to mean that preference points for specific goals are not claimed.

1.7 The organ of state reserves the right to require of a service provider/tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations,

competitive tendering process or any other method envisaged in legislation;

- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps} = \mathbf{80} \left(\mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left(\mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps} = \mathbf{80} \left(\mathbf{1} + \frac{\mathbf{Pt} - \mathbf{Pmax}}{\mathbf{Pmax}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left(\mathbf{1} + \frac{\mathbf{Pt} - \mathbf{Pmax}}{\mathbf{Pmax}} \right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1,2 and 3 above as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 4: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black people	4	10		

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
2. Located in a specific Local Municipality or District Municipality or Metro or Province area for work to be done or services to be rendered in that area	2	2		
3. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black women	2	4		
4. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black people with disability	2	2		
5. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black youth.*	2	2		

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM
- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation

- ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

<p>.....</p> <p>SIGNATURE(S) OF TENDERER(S)</p>	
SURNAME AND NAME:
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 / under developed area/township	Indicate if military veteran
1.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
12.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

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

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

t



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

TERMS OF REFERENCE

APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT A COMPREHENSIVE DUE DILIGENCE ASSESSMENTS OF BUSINESS PROCESSES AND TECHNOLOGY SYSTEMS, IMPLEMENT INTERVENTIONS, PROVIDE CRITICAL RESOURCES AND DEVELOP A DIGITAL TRANSFORMATION BLUEPRINT FOR DPWI/ PMTE OVER A PERIOD OF 36 MONTHS.

GRC AND ICT

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1. List of Acronyms

Acronyms	Descriptions
AWS	Amazon Web Services
CA	Chartered Accountant
CA(SA)	Chartered Accountant (CA(SA) in South Africa)
DPWI	Department of Public Works and Infrastructure
ESB	Enterprise Service Bus
FTP	File Transfer Protocol
GRAP	Generally Recognised Accounting Practice
GRC	Governance, Risk and Compliance
GWEA	Government Wide Enterprise Architecture
ICT	Information & Communication Technology
ISO	International Organization for Standardization
IT	Information Technology
ICT	Information Communication Technology
ITIL	Information Technology Infrastructure Library
LOGIS	Logistical Information System
MIOS	Minimum Interoperability Standards
MISS	Minimum Information Security Standards
PMBOK	Project Management Body of Knowledge
PMIS	Project Management Information System
PMTE	Property Management
SCM	Supply Chain Management
SLA	Service Level Agreement
SOA	Service-Oriented Architecture
SOAP	Simple Object Access Protocol
TOGAF	The Open Group Architecture Framework
VAT	Value Added Tax
WCS	Works Control System
XML	Extensible Markup Language

Table 1: List of Acronyms

2. Purpose of the Project

The main objective of the assignment is to:

- Provide a comprehensive due diligence, as a matter of urgency, detailing the root causes of the vulnerabilities of the payment systems and ICT controls.
- Due diligence assessments are required into all business processes and technology systems (security and governance) which feed into and impact the payments systems and business process.
- Recommend methods of stabilising the systems from any form of malfunction and cybersecurity attacks.
- Provide clear recommendations in a short term, medium term and long-term including ideal system platform.
- Detail practical plans to implement short term recommendations, medium term recommendations and long-term recommendations.
- Drive Change Management towards digital transformation.

3. Background

Public Works and Infrastructure Department mandate is to provide strategic leadership to the construction and property industries, manage state-owned and leased immovable assets, and contribute to job creation and poverty alleviation through public works programs. The Department depends on systems and technology to function and has its Information, Communications and Technology (ICT) unit rendering its services centrally from Head Office and supporting its eleven (11) Regional Offices spread across all nine provinces.

ICT provides the necessary infrastructure and information systems, mainly from Head Office with the presence in terms of distributed datacentres and networks at Regional Offices including housed and hosted services. ICT infrastructure is wired and wireless, hybrid datacentres (on-premises and ICT network infrastructure is wired and wireless, hybrid datacentres (on-premises and limited cloud services). The department operates with transversal systems, and main systems for financial transactions, property management systems and other services management systems.

4. Scope of the Project

The Department has the following specific requirements from the service provider:

- A detailed comprehensive due diligence is to be completed as a matter of urgency to investigate the root causes of the vulnerable payment systems.
- Due diligence assessments are required into all business processes, internal controls and technology systems, security and governance which feed into and impact the payments system.
 - Financial Management
 - Facilities Management (FM) / Repairs and Renovations
 - Construction Project Management (CPM)
 - Immovable Asset Management (incl. Asset Register)
 - Real Estate Investment Management
 - Real Estate Management (Property Management incl. Leasing Portfolio)
 - Supply Chain Management (SCM) incl. Moveable Assets Register (MAR)
- All due diligence assessments must necessitate a comprehensive assessment of end-to-end integrated processes, from procurement plan, aligned to budget, requisition, quotation, issuing of orders, goods received, contract management, payment process, and reporting.
- In addition, from a technological systems perspective, due diligence assessments are required into:
 - The systems and technology landscape
 - The technology architecture
 - Integration and alignment of business processes
 - The data management architecture
 - The ICT and technology service providers
 - The cyber security environment

- All work is to be structured in phases, commencing as soon as possible and no later than 10 working days after the award unless agreed between the parties, with a three-month discovery phase for the above assessments.
- Development of recommendations for intervention and implementation plans.
- Intervention implementation plans will be in three categories. There will be immediate plans of 3 months, medium 9 months and long term 12 months. These interventions will need to be approved for implementation. The changes to timelines and scope will be communicated and agreed in writing.
- Following the due diligence assessments, sets of recommendations for the rectification of the vulnerabilities, reengineered processes, introduction of new and/or improved systems and improvements to the systems are to be developed, supported by an implementation plan and submitted for approval for implementation.
- Urgent or critical interventions identified during the discovery phase may be fast tracked for approval for immediate implementation where required, motivated and approved.
- One of the long-term implementations plans to be delivered must be a blue-print design for the full centralised digitisation of the Department processes and systems, and at least the partial implementation of this design once approved by the Department.
- The due diligence assessments and the intervention recommendations made should include all aspects related to the due and proper functioning of the payments environment, including specifically but without limitation issues related directly to the Asset Register (AR), Leases, Property Payments, Capital and Maintenance Programmes, Facilities Management, Portfolio Analysis and Projects and broadly all aspects of asset information management and the business processes and systems.
- The **payment process** must at least be analysed in terms of the following **governance aspects**:
 - Process, policy documents outlining the process and all its business rules.
 - Assess compliance with General Recognised Accounting Practices (GRAP) standards.
 - Source documents identifying the payment requirements.
 - The processing of source documents and all the business rules related to that.

- Controls in place to ensure the accuracy, governance compliance, efficiency, auditability and speedy fulfilment of payment requests.
- The **payment process** must at least be analysed in terms of the following aspects of **Human Resources**:
 - Delegation of authorities of people involved in the payment process end-to-end.
 - Segregation of duties for generating and approval of payment processes.
 - Levels of authority for the approval of payments.
- The **payment process** must at least be analysed in terms of the following aspects of **technology**:
 - Assessment of the risks/ benefits of banking systems on the capacity to authenticate, detect, prevent and recover fraudulent transactions.
 - Reconciliation of payments and balancing them back to the Asset Register (AR) using data extracts end-to-end is at the centre – procurement plan.
 - Reconciliation of payments from various systems (Archibus, LOGIS, PMIS, SAGE, WCS, Reapatala and other systems) in alignment to the budget, requisitions, orders, contract management, goods and services received, and payment process on the system.
 - Assessment of potential risks and security challenges of technology architecture related to all systems in the Department.
 - Assessment of data management practices in place and compare that to best practices to ensure data integrity on systems.
 - ICT security assessment with a focus on cyber security to secure the Department against any external threats of cyber-attacks.
 - A full review with recommendations on ICT security and access controls for internal users of the systems, with a specific focus on the payment system. Password control and user access are of particular importance.
 - Financial reporting in place with a special emphasis on alerts for vulnerabilities in the financial controls and the approval of the payments.

- Outline how advanced data analytics and modern technology such as spatial mapping and artificial intelligence can be used to improve business processes and mitigate payment risks in future.

5. Critical Service Categories

5.1 Service Categories and Resources Required for Assessment

- There are several service categories, each with their own set of requirements.
- Each services category has different types of resources. There are 2 levels of expertise for each resource, Intermediate level and Expert level.
- Bidders are required to provide one CV for the required level (Intermediate level and Expert level) that will be used to evaluate.
- Bidders are required to provide specific fixed hourly rates for the resources listed in the service categories as per Annexure A.
- Below is a list of service categories and their resources.

Service Categories	Resources
1. ICT Project and Programme Management	Program Manager Project Manager Project Administrator
2. Service Management	Service Delivery Manager Help Desk Analyst
3. Business Analysis	Business Analyst
4. Enterprise Architecture	Application Architect Solution Architect Technology Architect
5. Data Management	Database Administrator Financial Data Analyst
6. Data Centre Services	Storage & disaster recovery specialist Infrastructure Specialist Technical Manager
7. Network Infrastructure	Systems Engineer Network Engineer Wide Area Network (WAN) Specialist
8. Cyber Security Services	ICT Business Continuity Specialist Cyber Security Analyst

Service Categories	Resources
9. Chartered Accountancy	GRAP Specialist
10. Digital & Financial Forensics	Digital Forensic Investigator Forensic Accountant Information Security Auditor
11. Digital Change Management	Digital Change Manager

Table 2: Service categories for assessment

5.2 Service Categories and Resources Required for Support Services

The prospective Bidder will be required to provide the following resources as part of the transition process. These resources will not form part of the assessment but are required for support and business continuity.

Service Categories	Resources
1. Software/ Application Development	Developer Integration Specialist Web administrator Geographical Information System (GIS) Specialist Developer
2. System Functional Specialist	Sage Specialist Developer Sage Functional Specialist Archibus Specialist Developer Archibus Functional Specialist Works Control System (WCS) Specialist
3. EPWP System	Developer Business Analyst and Systems Architect Database Administrator (DBA) and Development (dev) and IT operations (DevOps) Helpdesk - Support team staff
4. Cyber Security Services	Cyber Security Specialist Cyber Security Engineer

Table 3: Service categories for support services

6. Key Stakeholders

The Service Provider will work closely with the following units:

- Governance, Risk and Compliance (GRC) and Information & Communication Technology (ICT).
- Financial Management
- DPWI / PMTE Business Units that will be identified as supporting structures to the process (relevant core functions included in the scope).

7. Conditions of Contract

There will be only one service provider that will be appointed. The appointment of the service provider for this procurement will be in terms of the Service Level Agreement (SLA). The SLA provides the framework for specific services to be undertaken by the service provider in terms of task orders to be issued by the Department and accepted by the service provider. Task orders will be issued in line with the scope of work outlined in the bid proposal and the SLA in relation with the DPWI needs. The task orders will be issued in relation to the service categories for support services as outlined in Table 3, including any other identified resources. The successful Bidder will be responsible for successful processing and implementation of the task orders.

By submitting a proposal in response to this bid, Service Providers will be expected to sign the Service Level Agreement (SLA) and the general conditions of the contract to accept the award. All costs must be inclusive of Value Added Tax (VAT) where applicable. The successful bidder must ensure that qualified, certified, and accredited resources where necessary by relevant bodies are utilised. They must come with their own industry tools.

8. Tools of Trade.

The successful Bidder is required to provide its own industry tools of trade.

9. Monitoring Progress on the Project

The Department's Governance, Risk and Compliance and ICT Branch will be responsible for regular and on-going monitoring and management of the contract with the Service Provider. The Service Provider is to report progress to relevant Departmental structures as and when required based on the Key Performance Indicators (KPI) in line with the SLA.

10. Payment Terms

The Department undertakes to pay all valid claims for work done to its satisfaction within 30 days of presentation of a substantiated claim. No payments will be made where there is outstanding information/ work by the Service Provider.

11. Evaluation Criteria

The evaluation criteria will be in three phases, the Substantive and Administrative Responsiveness, Functionality and the 90/10 Preference Point System. The bidders who passed the first phase, will be subjected to the next phase which is Functionality. Only bidders that have passed the Functionality phase with 70 points will be subjected to the third phase, which is the 90/10 Preference Point System.

12. Functionality

The weights are provided for each criterion as follows:

Category	Weight
1. Company Experience	15
2. Project Value	10
3. Workforce capacity	25
4. Project Proposal	20
5. Company Credentials	10
6. Bank Rating	10
7. Presentation of approach and methodology	10
TOTAL	100

Table 4: Functionality

The table below provides a breakdown of the scoring criteria.

Functionality criteria: ¹	Weighting factor:
<p>1. Company Experience</p> <p>Bidders must demonstrate company experience within the past 10 years by providing a signed, dated and verifiable reference letter for each service category of work done.</p> <p>Reference letters must meet the following criteria:</p> <ul style="list-style-type: none"> • Must detail the work that was done which should be of similar scope. • Must be in the company or organization's letterhead. • Must be signed by the delegated authority. • Must indicate the duration of the contract. • Must indicate the project value of the contract. • Must have the national footprint. <p>Scoring:</p> <ul style="list-style-type: none"> • 12 or more completed work/projects per service category = 5. • 9 - 11 completed work/ projects per service category = 4. • 6 - 8 completed work/ projects per service category = 3. • 3 - 5 completed work/ projects per service category = 2. • 1 - 2 completed work/ projects per service category = 1. • 0 completed work/ project per service category = 0. 	15

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.

2. Project Value

Bidder to indicate total value of projects completed projects in the previous 10 years.
Scoring will be based on the total value of projects.

List of completed projects with clear project description, locations and project value
(Please complete DPW-09).

Service categories

Scoring:

- A project with the value of R 80 million and above with at least 5 service categories in table 2 above = 5.
- A project with the value of R 60 million to R 79 million with at least 5 service categories in table 2 above = 4.
- A project with the value of R 40 million to R 59 million with at least 5 service categories in table 2 above = 3.
- A project with the value of R 20 million to R 39 million with at least 5 service categories in table 2 above = 2.
- A project with the value of R 10 million to R 19 million with at least 5 service categories in table 2 above = 1.

10

3. Workforce capacity

Bidders to provide proof of work force to execute the work, by submitting CVs and qualifications of the resources. Bidders must meet the requirements of the following service categories for assessment as per **Annexure A**. Aggregated scores from **Annexure A** will be used for scoring.

Service Categories	Resources
1. ICT Project and Programme Management	Program Manager Project Manager Project Administrator
2. Service Management	Service Delivery Manager Help Desk Analyst
3. Business Analysis	Business Analyst
4. Enterprise Architecture	Application Architect Solution Architect Technology Architect
5. Data Management	Database Administrator Financial Data Analyst
6. Data Centre Services	Storage & Disaster Recovery Specialist Infrastructure Specialist Technical Manager
7. Network Infrastructure	Systems Engineer Network Engineer Wide Area Network (WAN) Specialist
8. Cyber Security Services	ICT Business Continuity Specialist Cyber Security Analyst
9. Chartered Accountancy	GRAP Specialist
10. Digital & Financial Forensics	Digital Forensic Investigator Forensic Accountant Information Security Auditor
11. Digital Change Management	Digital Change Manager

Service categories for assessment

25

The workforce capacity weight total of the resources of service categories for assessment is **130** as per the **Annexure A**. Below is a description of how the different percentages (%) can be attained.

- Score from **104** points to **130** points = 80 - 100%
- Score from **91** points to **103** points = 70 - 79%
- Score from **78** points to **90** points = 60 - 69%
- Score from **65** points to **77** points = 50 - 59%
- Score from **52** points to **64** points = 40 - 49%
- Score from **0** point to **51** points = 0 - 39%

Scoring:

- 80 % – 100% Workforce capacity = 5 points.
- 70 % – 79% Workforce capacity = 4 points.
- 60 % – 69% Workforce capacity = 3 points.
- 50 % – 59% Workforce capacity = 2 points.
- 40 % – 49% Workforce capacity = 1 points.
- 0 – 39% Workforce capacity = 0 points.

4. Project Proposal

Technical Quality of the Proposal/ Bid. The technical quality of the proposal will be assessed using the following criteria:

1. Clear understanding of the project and service scope.
 - a) Design of the project / assessment (risks, limitations, and proposed solutions).
 - b) Methods and techniques.
 - c) Data analysis and reporting.
2. Clear project implementation plan
 - a) Activities, time, output, and reporting (Critical Path issues to be clearly identified).

20

Scoring:

- Full Coverage: If the proposal addresses all two criteria's (1, 2) = 5 points
- Partial Coverage: If the proposal covers any one of the two criteria's = 3 points.
- Minimal Coverage: If the proposal addresses none of the two criteria's = 0 point.

<p>5. Company Credentials</p> <p>Bidders are required to demonstrate accreditation in the following areas:</p> <p>Certifications:</p> <ul style="list-style-type: none"> • BCI Certification - Membership from the Business Continuity Institute. • ICASA CECS accreditation - Electronic Communications Service (ECS) License. • ICASA CECNS accreditation - Electronic Communications Network Service (ECNS) License. <p>Scoring:</p> <ul style="list-style-type: none"> • 3 certificates = 5 points. • 2 certificates = 3 points. • 1 certificate = 1 points. • Non-submission = 0 point. 	<p>10</p>
<p>6. Financial Capability</p> <p>Adequate financial resources. Original bank rating certificate of letter from the bank indicating the bank rating not older than 6 months.</p> <p>Scoring:</p> <ul style="list-style-type: none"> • Bank rating of "A"= 5 points • Bank rating of "B"= 4 points • Bank rating of "C"= 3 points • Bank rating of "D"= 2 points • Bank rating of "E"= 1 point • Non-submission and/ any other Bank rating = 0 point 	<p>10</p>

<p>7. Presentation of approach and methodology</p> <p>The bidders will be required to make a PowerPoint presentation to the Department that demonstrates their proposed methodology. The presentation must demonstrate the following:</p> <ol style="list-style-type: none"> 1. Project Plan, methodology and execution of one of the major projects. 2. Demonstrate the proposed architecture blueprint / enterprise architecture for the client. 3. Proposed/ implementable systems – including their relevancy, industry ratings and reviews. 4. Project implementation and monitoring to ensure that proposed solutions are indeed working (success factors). 5. Capacity building / skills transfer programme to ensure sustainability of the specific project. <p>Scoring:</p> <ul style="list-style-type: none"> • Full Coverage: If the methodology addresses all 5 components = 5. • Comprehensive Coverage: If the methodology addresses at least 4 components = 4 • Partial Coverage: If the methodology addresses at least 3 components = 3. • Minimal Coverage: If the methodology addresses at least 2 components = 2. • Minimal Coverage: If the methodology addresses only 1 component = 1. • No Coverage: if the methodology does not address any of the components = 0. 	10
Total	100 Points

NB:

- A minimum of seventy (70) points on the functionality must be achieved for further evaluation on price..
- Bidders which have a total score of 70 points or higher (out of a possible 90) from the evaluation of proposals will qualify for mandatory presentations.
- The second part of the functionality evaluation will include a presentation by the bidders. The bidders must score 5 points or higher (out of a possible 10 points) during the presentation.

- To be considered for further evaluation in terms of price and 90/10 preference point system, bidders must score at least 70 points in total for both the technical proposal evaluation and presentation.
- The 70 points must be inclusive of the minimum 10 points that the bidder must score from the presentation i.e a minimum overall functionality score of 70% applies for further evaluation

Contact Details

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Annexure A: Workforce Capacity

Kindly refer to Annexure A: Workforce Capacity for further details. This document is returnable as a pdf / hard copy and it must be signed.

Annexure A: Workforce Capacity				
Service categories for assessment				
Service category	Resource	Level of expertise	Minimum Qualifying criteria	Score for required qualifying criteria
1. Programme and Project Management	1.1. Program Manager	Intermediate	NQF level 7 qualification in Project management or Information Technology (IT) related field, certification in (ISO 9001, PMBOK or Agile Methodology) and minimum of 5 years experience in managing simultaneous ICT related projects.	NQF level 7 qualification, certification in (ISO 9001, PMBOK or Agile Methodology), 5 years and more experience = 5
				NQF level 7 qualification, certification in (ISO 9001, PMBOK or Agile Methodology), 3-4 years experience = 4
				NQF level 7 qualification, certification in (ISO 9001, PMBOK or Agile Methodology), 1-2 years experience = 3
				NQF level 6 qualification, certification, 5 years and more experience = 2
				NQF level 6 qualification, certification in (ISO 9001, PMBOK or Agile Methodology), and 3 - 4 years experience = 1
	1.2. Program Manager	Expert	NQF level 8 qualification in Project management or Information Technology (IT) related field and above, certification in (ISO 9001, PMBOK or Agile Methodology) and minimum of 10 years experience in managing simultaneous ICT related projects.	No relevant qualification, or certification or experience = 0
				NQF level 8 qualification and above, certification in (ISO 9001, PMBOK or Agile Methodology), 10 years and more experience = 5
				NQF level 8 qualification and above, certification in (ISO 9001, PMBOK or Agile Methodology), 8-9 years experience = 4
				NQF level 8 qualification and above, certification, 6-7 years experience = 3
				NQF level 8 qualification and above, certification in (ISO 9001, PMBOK or Agile Methodology), 4-5 years experience = 2
1.3 Project Manager	Intermediate	NQF level 7 qualification in Project management or Information Technology (IT) related field, certification in (Prince 2 or PMBOK) and minimum of 5 years experience in managing simultaneous ICT related projects.	NQF level 8 qualification and above, certification, less than 4 years experience = 1	
			No relevant qualification, certification or experience = 0	
			NQF level 7 qualification, certification in (Prince 2 or PMBOK), 5 years and more experience = 5	
			NQF level 7 qualification, certification in (Prince 2 or PMBOK), 3-4 years experience = 4	
			NQF level 7 qualification, certification, 1-2 years experience = 3	
			NQF level 6 qualification, certification in (Prince 2 or PMBOK), 5 years and more experience = 2	
			NQF level 6 qualification, certification, and 3 - 4 years experience = 1	
			No relevant qualification, or certifications or experience = 0	
			Total score	

2. Service Management	1.4. Project Manager	Expert	NQF level 8 qualification in Project management or Information Technology (IT) related field, certification in (Prince 2 or PMBOK) and minimum of 10 years experience in managing service category related projects.	<p>NQF level 8 qualification and above, certification in (Prince 2 or PMBOK), 10 years and more experience = 5</p> <p>NQF level 8 qualification and above, certification in (Prince 2 or PMBOK), 8-9 years experience = 4</p> <p>NQF level 8 qualification and above, certification in (Prince 2 or PMBOK), 6-7 years experience = 3</p> <p>NQF level 8 qualification and above, certification in (Prince 2 or PMBOK), 4-5 years experience = 2</p> <p>NQF level 8 qualification and above, certification in (Prince 2 or PMBOK), less than 4 years experience = 1</p> <p>No relevant qualification, certification or experience = 0</p>
	1.5. Project Administrator	Intermediate	NQF level 6 qualification in Project management or Information Technology (IT) related field, certification in (Prince 2 or PMBOK) and minimum of 5 years experience in administering service category related projects.	<p>NQF level 6 qualification, certification in (Prince 2 or PMBOK), 5 years and more experience = 5</p> <p>NQF level 6 qualification, certification in (Prince 2 or PMBOK), 3-4 years experience = 4</p> <p>NQF level 7 qualification, certification in (Prince 2 or PMBOK), 1-2 years experience = 3</p> <p>NQF level 5 qualification, certification in (Prince 2 or PMBOK), 5 years and more experience = 2</p> <p>NQF level 5 qualification, certification in (Prince 2 or PMBOK), and 3 - 4 years experience = 1</p> <p>No relevant qualification, or certifications or experience = 0</p> <p>NQF level 7 qualification, certification in (ITIL Foundation), 5 years and more experience = 5</p>
	2.1. Service Delivery Manager	Intermediate	NQF level 7 qualification in Business, Marketing, Public relations/communications/ management, HR, Administration or Information Technology (IT) related fields, certification in (ITIL Foundation) and minimum of 5 years experience in overseeing ICT service delivery team and SLA managing.	<p>NQF level 7 qualification, certification in (ITIL Foundation), 3-4 years experience = 4</p> <p>NQF level 7 qualification, certification in (ITIL Foundation), 1-2 years experience = 3</p> <p>NQF level 6 qualification, certification in (ITIL Foundation), 5 years and more experience = 2</p> <p>NQF level 6 qualification, certification in (ITIL Foundation), and 3 - 4 years experience = 1</p> <p>No relevant qualification, or certifications or experience = 0</p> <p>NQF level 8 qualification and above, certification in (ITIL Intermediate), 10 years and more experience = 5</p>
	2.2. Service Delivery Manager	Expert	NQF level 8 qualification in Business, Marketing, Public relations/communications/ management, HR, Administration or Information Technology (IT) related fields, certification in (ITIL Intermediate) and minimum of 10 years experience in overseeing ICT service delivery team and SLA managing.	<p>NQF level 8 qualification and above, certification in (ITIL Intermediate), 8-9 years experience = 4</p> <p>NQF level 8 qualification and above, certification in (ITIL Intermediate), 6-7 years experience = 3</p> <p>NQF level 8 qualification and above, certification in (ITIL Intermediate), 4-5 years experience = 2</p>

4. Enterprise Architecture	4.1 . Application Architect	Intermediate	NQF level 7 qualification in Information Technology (IT) related field, certification in (TOGAF9), and minimum of 5 years experience in business/ systems architecture.	NQF level 7 qualification and above, certification in (TOGAF9), 5 years and more experience = 5	
				NQF level 7 qualification and above, certification in (TOGAF9), 3-4 years experience = 4	
	4.2 . Application Architect	Expert	NQF level 8 qualification in Information Technology (IT) related field, certification in (TOGAF9), and minimum of 10 years experience in business/ systems architecture and/or business analysis	NQF level 7 qualification and above, certification in (TOGAF9), 1-2 years experience = 3	
				NQF level 6 qualification, certification in (TOGAF9), 5 years and more experience = 2	
				NQF level 6 qualification, certification in (TOGAF9), and 3 - 4 years experience = 1	
				No relevant qualification, certification or experience = 0	
				NQF level 8 qualification and above, certification in (TOGAF9), 10 years and more experience = 5	
				NQF level 8 qualification and above, certification in (TOGAF9), 8-9 years experience = 4	
				NQF level 8 qualification and above, certification in (TOGAF9), 6-7 years experience = 3	
				NQF level 8 qualification and above, certification in (TOGAF9), 4-5 years experience = 2	
	4.3. Solution Architect	Intermediate	NQF level 7 qualification in Information Technology (IT) related field, certification in (TOGAF9), and minimum of 5 years experience in business/ systems architecture.	NQF level 8 qualification and above, certification in (TOGAF9), less than 4 years experience = 1	
				No relevant qualification, certification or experience = 0	
	4.4. Solution Architect	Expert	NQF level 8 qualification in Information Technology (IT) related field, certification in (TOGAF9), and minimum of 10 years experience in business/ systems architecture.	NQF level 7 qualification, certification in (TOGAF9), 5 years and more experience = 5	
				NQF level 7 qualification, certification in (TOGAF9), 3-4 years experience = 4	
				NQF level 7 qualification, certification in (TOGAF9), 1-2 years experience = 3	
				NQF level 6 qualification, certification in (TOGAF9), 5 years and more experience = 2	
				NQF level 6 qualification, certification in (TOGAF9), and 3 - 4 years experience = 1	
				No relevant qualification, or certifications or experience = 0	
				NQF level 8 qualification and above, certification in (TOGAF9), 10 years and more experience = 5	
				NQF level 8 qualification and above, certification in (TOGAF9), 8-9 years experience = 4	
				NQF level 8 qualification and above, certification in (TOGAF9), 6-7 years experience = 3	
				NQF level 8 qualification and above, certification in (TOGAF9), 4-5 years experience = 2	

			NQF level 8 qualification and above, certification in (TOGAF9), less than 4 years experience = 1
4.5. Technology Architect	Intermediate	NQF level 7 qualification in Information Technology (IT) related field, certification in (TOGAF, ITIL Master, or cloud-specific certification (AWS, Azure, etc.)), and minimum 5 years experience in the architecture environment.	No relevant qualification, certification or experience = 0
			NQF level 7 qualification, certification, 5 years and more experience = 5
			NQF level 7 qualification, certification, 3-4 years experience = 4
			NQF level 7 qualification, certification, 1-2 years experience = 3
			NQF level 6 qualification, certification, 5 years and more experience = 2
			NQF level 6 qualification, certification, and 3 - 4 years experience = 1
4.6. Technology Architect	Expert	NQF level 8 qualification in Information Technology (IT) related field, certification in (TOGAF, ITIL Master, or Certified Data Center Design Professional, or cloud-specific certifications (AWS, Azure, etc.)), and minimum 10 years experience in the architecture environment.	No relevant qualification, or certifications or experience = 0
			NQF level 8 qualification and above, certification, 10 years and more experience = 5
			NQF level 8 qualification and above, certification, 8-9 years experience = 4
			NQF level 8 qualification and above, certification, 6-7 years experience = 3
			NQF level 8 qualification and above, certification, 4-5 years experience = 2
			NQF level 8 qualification and above, certification, less than 4 years experience = 1
			No relevant qualification, certification or experience = 0

5. Data Management	5.1. Database Administrator	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (Oracle, SQL Server, or MySQL), and minimum of 5 years experience in database administration for MSSQL Server, working with Windows Server, Active Directory including security setup and automated deployments.	NQF level 6 qualification, certification, 5 years and more experience = 5
				NQF level 6 qualification, certification, 3-4 years experience = 4
				NQF level 6 qualification, certification, 1-2 years experience = 3
				NQF level 5 qualification, certification, 5 years and more experience = 2
				NQF level 5 qualification, certification, and 3 - 4 years experience = 1
	5.2. Database Administrator	Expert	NQF level 7 qualification in Information Technology (IT) related field, certification in (Oracle, SQL Server, or MySQL), and minimum of 10 years experience minimum of 5 years experience in database administration for MSSQL Server, working with Windows Server, Active Directory including security setup and automated deployments.	No relevant qualification, or certifications or experience = 0
				NQF level 7 qualification and above, certification, 10 years and more experience = 5
				NQF level 7 qualification and above, certification, 7-9 years experience = 4
				NQF level 7 qualification and above, certification, 6-7 years experience = 3
				NQF level 7 qualification and above, certification, 4-5 years experience = 2
	5.3. Financial Data Analyst	Intermediate	NQF level 7 qualification in Finance, Economics, Mathematics, or Statistics, certification in (Business Intelligence & Data Analyst (BIDA),Analysts certified data analyst(ACDA) with Diligent Accreditation), and minimum of 5 years experience in collecting, analyzing, and interpreting financial data to identify trends, make forecasts, and provide insights to support the organisation. Proficiency in data analysis tools and techniques, such as SQL, Python, R, Excel, and data visualization software.	NQF level 7 qualification, certification, less than 4 years experience = 1
				No relevant qualification, certification or experience = 0
				NQF level 7 qualification, certification, 5 years and more experience = 5
				NQF level 7 qualification, certification, 3-4 years experience = 4
				NQF level 7 qualification, certification, 1-2 years experience = 3
	5.4. Financial Data Analyst	Expert	NQF level 8 qualification in Finance, Economics, Mathematics, or Statistics, certification in (Business Intelligence & Data Analyst (BIDA), Analysts certified data analyst (ACDA) with Diligent accreditation), and minimum of 10 years experience in collecting, analyzing, and interpreting financial data to identify trends, make forecasts, and provide insights to support the organisation. Proficiency in data analysis tools and techniques, such as SQL, Python, R, Excel, and data visualization software.	NQF level 6 qualification, certification, 5 years and more experience = 2
				NQF level 6 qualification, certification, and 3 - 4 years experience = 1
				No relevant qualification, or certifications or experience = 0
				NQF level 8 qualification and above, certification, 10 years and more experience = 5
				NQF level 8 qualification and above, certification, 8-9 years experience = 4
6. Data Centre Services	6.1. Storage & disaster recovery specialist	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (Certified Business Continuity Professional, Certified Business Continuity Manager, and	NQF level 8 qualification and above, certification, 6-7 years experience = 3
				NQF level 8 qualification and above, certification, 4-5 years experience = 2
				NQF level 8 qualification and above, certification, less than 4 years experience = 1
				No relevant qualification, certification or experience = 0
				NQF level 6 qualification, certification, 5 years and more experience = 5

		Certified Disaster Recovery Engineer), and minimum 5 years experience in implementing and managing storage solutions, including backup/DR solutions; Ensuring efficiency in data storage and recovery; proactive capacity planning and storage optimisation.		NQF level 6 qualification, certification, 3-4 years experience = 4
				NQF level 6 qualification, certification, 1-2 years experience = 3
				NQF level 5 qualification, certification, 5 years and more experience = 2
				NQF level 5 qualification, certification, and 3 - 4 years experience = 1
				No relevant qualification, or certifications or experience = 0
				NQF level 7 qualification and above, certification, 10 years and more experience = 5
				NQF level 7 qualification and above, certification, 7-9 years experience = 4
				NQF level 7 qualification and above, certification, 6-7 years experience = 3
				NQF level 7 qualification and above, certification, 4-5 years experience = 2
				NQF level 7 qualification and above, certification, less than 4 years experience = 1
				No relevant qualification, certification or experience = 0
				NQF level 6 qualification, certification, 5 years and more experience = 5
				NQF level 6 qualification, certification, 3-4 years experience = 4
				NQF level 6 qualification, certification, 1-2 years experience = 3
				NQF level 5 qualification, certification, 5 years and more experience = 2
				NQF level 5 qualification, certification, and 3 - 4 years experience = 1
				No relevant qualification, or certifications or experience = 0
				NQF level 7 qualification and above, certification, 10 years and more experience = 5
				NQF level 7 qualification and above, certification, 7-9 years experience = 4
				NQF level 7 qualification and above, certification, 6-7 years experience = 3
				NQF level 7 qualification and above, certification, 4-5 years experience = 2
				NQF level 7 qualification and above, certification, less than 4 years experience = 1
				No relevant qualification, certification or experience = 0

7. Network Infrastructure	6.5. Datacenter Technical Manager	Expert	<p>NQF level 7 qualification in Information Technology (IT) related field, certification in (Cisco CCIE, Hypervisor , Hyper-V or VMware, Microsoft certified professional/Microsoft Certified Systems Engineer, Certified Disaster Recovery Engineer), and minimum 10 years experience in supervising datacentre staff, including technicians and engineers; ensuring the implementation of strategic plans to support the organization; monitoring performance and possible risks; Compiling monthly reports to be presented to various stakeholders; leading capacity planning and budgeting; tracking datacentre assets; ensuring smooth day-to-day operations; Managing upgrades and staying up-to-date with the latest technologies; ensuring compliance with regulatory policies and standards.</p>	<p>NQF level 7 qualification and above, certification, 10 years and more experience = 5</p> <p>NQF level 7 qualification and above, certification, 7-9 years experience = 4</p> <p>NQF level 7 qualification and above, certification, 6-7 years experience = 3</p> <p>NQF level 7 qualification and above, certification, 4-5 years experience = 2</p> <p>NQF level 7 qualification and above, certification, less than 4 years experience = 1</p>
	6.6. Datacenter Technical Manager	Intermediate	<p>NQF level 6 qualification in Information Technology (IT) related field, certification in (Cisco CCIE, Hypervisor , Hyper-V or VMware, Microsoft certified professional/ Microsoft Certified Systems Engineer, Certified Disaster Recovery Engineer), and minimum 5 years experience in supervising datacentre staff, including technicians and engineers; ensuring the implementation of strategic plans to support the organization; monitoring performance and possible risks; Compiling monthly reports to be presented to various stakeholders; leading capacity planning and budgeting; tracking datacentre assets; ensuring smooth day-to-day operations; Managing upgrades and staying up-to-date with the latest technologies; ensuring compliance with regulatory policies and standards.</p>	<p>No relevant qualification, certification or experience = 0</p> <p>NQF level 6 qualification, certification, 5 years and more experience = 5</p> <p>NQF level 6 qualification, certification, 3-4 years experience = 4</p> <p>NQF level 6 qualification, certification, 1-2 years experience = 3</p> <p>NQF level 5 qualification, certification, 5 years and more experience = 2</p> <p>NQF level 5 qualification, certification, and 3 - 4 years experience = 1</p> <p>No relevant qualification, or certifications or experience = 0</p> <p>NQF level 6 qualification, certification, 5 years and more experience = 5</p>
	7.1. Systems Engineer	Intermediate	<p>NQF level 6 qualification in Information Technology (IT) related field, certification in (Cisco Certified Network Associate, Cisco Certified Network Professional, Network+ or similar) and minimum 5 years experience in deployment, maintenance, integration, and optimization of systems; the ability to diagnose and resolve system and integration issues is key.</p>	<p>NQF level 6 qualification, certification, 3-4 years experience = 4</p> <p>NQF level 6 qualification, certification, 1-2 years experience = 3</p> <p>NQF level 5 qualification, certification, 5 years and more experience = 2</p> <p>NQF level 5 qualification, certification, and 3 - 4 years experience = 1</p> <p>No relevant qualification, or certifications or experience = 0</p> <p>NQF level 7 qualification and above, certification, 10 years and more experience = 5</p>
	7.2. Systems Engineer	Expert	<p>NQF level 7 qualification in Information Technology (IT) related field, certification in (Cisco Certified Network Associate, Cisco Certified Network Professional, Network+ or similar) and minimum 10 years experience in deployment, maintenance, integration, and optimization of systems; the ability to diagnose and resolve system and integration issues is key; experience in hypervisor deployments and maintenance in complex environments.</p>	<p>NQF level 7 qualification and above, certification, 7-9 years experience = 4</p> <p>NQF level 7 qualification and above, certification, 6-7 years experience = 3</p> <p>NQF level 7 qualification and above, certification, 4-5 years experience = 2</p> <p>NQF level 7 qualification and above, certification, less than 4 years experience = 1</p> <p>No relevant qualification, certification or experience = 0</p>

7.3. Network Engineer	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (Cisco Certified Network Associate, Certified Business Continuity Manager, and Certified Disaster Recovery Engineer), and minimum 5 years experience in designing, implementing, and maintaining communications networks such as LANs and WANs; Performing routine maintenance to ensure optimal performance.	NQF level 6 qualification, certification, 5 years and more experience = 5
			E210:E220E210:E219D216E210:E222E210:E220E210:E221
			NQF level 6 qualification, certification, 3-4 years experience = 4
			NQF level 6 qualification, certification, 1-2 years experience = 3
			NQF level 5 qualification, certification, 5 years and more experience = 2 NQF level 5 qualification, certification, and 3 - 4 years experience = 1 No relevant qualification, or certifications or experience = 0 NQF level 7 qualification and above, certification, 10 years and more experience = 5
7.4. Network Engineer	Expert	NQF level 7 qualification in Information Technology (IT) related field, certifications in (Cisco Certified Network Professional certification), and minimum 10 years experience in designing, implementing, and maintaining communications networks such as LANs and WANs; Performing routine maintenance to ensure optimal performance.	NQF level 7 qualification and above, certification, 7-9 years experience = 4
			NQF level 7 qualification and above, certification, 6-7 years experience = 3
			NQF level 7 qualification and above, certification, 4-5 years experience = 2
			NQF level 7 qualification and above, certification, less than 4 years experience = 1
			No relevant qualification, certification or experience = 0 NQF level 6 qualification, certification, 5 years and more experience = 5
7.5. WAN specialist	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (Cisco Certified Network Associate), and minimum 5 years experience in designing, implementing, and maintaining communications networks that span multiple geographical locations, including switches, routers, and firewalls; ensuring the security of the network; ensuring reliability and longevity of the WAN infrastructure; Ensuring secure transferring of data.	NQF level 6 qualification, certification, 3-4 years experience = 4
			NQF level 6 qualification, certification, 1-2 years experience = 3
			NQF level 5 qualification, certification, 5 years and more experience = 2 NQF level 5 qualification, certification, and 3 - 4 years experience = 1 No relevant qualification, or certifications or experience = 0 NQF level 7 qualification and above, certification, 10 years and more experience = 5
			NQF level 7 qualification and above, certification, 7-9 years experience = 4
			NQF level 7 qualification and above, certification, 6-7 years experience = 3 NQF level 7 qualification and above, certification, 4-5 years experience = 2
7.6. WAN specialist	Expert	NQF level 7 qualification in Information Technology (IT) related field, certification in (Cisco Certified Network Professional certification), and minimum 10 years experience in designing, implementing, and maintaining communications networks that span multiple geographical locations; ensuring the security of the network; ensuring reliability and longevity of the WAN infrastructure; ensuring secure transferring of data; Implementing and maintaining SD-WANs, ensuring accurate documentation of network configurations, protocols, and procedures.	NQF level 7 qualification and above, certification, less than 4 years experience = 1
			No relevant qualification, certification or experience = 0

8. Cyber Security Services	8.1. ICT Business Continuity Specialist	Intermediate	NQF level 7 qualification in Information Technology (IT) related field, (CBCI (certification of the Business Continuity Institute), ISO 22301 Lead Implementer, or other related certifications, Information Systems Security Professional), and minimum of 5 years experience in cybersecurity and or business continuity consulting.	NQF level 7 qualification, certification, 5 years and more experience = 5	
				NQF level 7 qualification, certification, 3-4 years experience = 4	
				NQF level 7 qualification, certification, 1-2 years experience = 3	
				NQF level 6 qualification, certification, 5 years and more experience = 2	
				NQF level 6 qualification, certification, and 3 - 4 years experience = 1	
	8.2. ICT Business Continuity Specialist	Expert	NQF level 8 qualification in Information Technology (IT) related field, (CBCI (certification of the Business Continuity Institute), ISO 22301 Lead Implementer, or other related certifications, Information Systems Security Professional), and minimum of 10 years experience in cybersecurity and or business continuity consulting.	No relevant qualification, or certifications or experience = 0	
				NQF level 8 qualification and above, certification, 10 years and more experience = 5	
				NQF level 8 qualification and above, certification, 8-9 years experience = 4	
				NQF level 8 qualification and above, certification, 6-7 years experience = 3	
				NQF level 8 qualification and above, certification, 4-5 years experience = 2	
	8.3. Cyber Security Analyst	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (CISP, CISM, Cybersecurity Analyst (CISA+), or similar) and minimum 5 years experience in threat detection and analysis, incident response, security policy implementation, SIEM, network traffic analysis.	NQF level 8 qualification and above, certification, less than 4 years experience = 1	
				No relevant qualification, certification or experience = 0	
				NQF level 6 qualification, certification, 5 years and more experience = 5	
				NQF level 6 qualification, certification, 3-4 years experience = 4	
				NQF level 6 qualification, certification, 1-2 years experience = 3	
	8.4. Cyber Security Analyst	Expert	NQF level 7 qualification in Information Technology (IT) related field, certification in (CISP or CISM or similar) and minimum 10 years experience in threat detection and analysis, incident response, security policy implementation, SIEM, network traffic analysis.	NQF level 5 qualification, certification, 5 years and more experience = 2	
				NQF level 5 qualification, certification, and 3 - 4 years experience = 1	
				No relevant qualification, or certifications or experience = 0	
				NQF level 7 qualification and above, certification, 10 years and more experience = 5	
				NQF level 7 qualification and above, certification, 7-9 years experience = 4	
				NQF level 7 qualification and above, certification, 6-7 years experience = 3	
				NQF level 7 qualification and above, certification, 4-5 years experience = 2	
				NQF level 7 qualification and above, certification, less than 4 years experience = 1	
				No relevant qualification, certification or experience = 0	

9. Chartered Accountancy	9.1. GRAP Specialist	Expert	NQF level 8 qualification in Bachelor of Accounting degree, followed by a postgraduate qualification and a three-year internship, a Qualified Chartered Accountant - CA(SA) with (SAICA accreditation), and minimum 10 years experience in conducting financial audits to verify the accuracy and reliability of financial statements, consulting and advisory services to businesses to improve financial performance and operations, and analytical abilities in financial reporting, auditing, tax planning, and strategic financial management at senior levels. At least 5 years technical experience in GRAP, focuses on technical accounting and auditing matters within GRAP compliance, ensuring the successful implementation and support of GRAP compliance.	NQF level 8 qualification and above, certification, 10 years and more experience = 5 NQF level 8 qualification and above, certification, 5-9 years experience = 4 NQF level 8 qualification and above, certification, 2- 4 years experience = 3 NQF level 8 qualification and above, certification, 1 year and below experience = 2 NQF level 7 qualification and above, certification, less than 1 year experience = 1 No relevant qualification, certification or experience = 0 NQF level 7 qualification, certification, 5 years and more experience = 5 NQF level 7 qualification, certification, 3-4 years experience = 4 NQF level 7 qualification, certification, 1-2 years experience = 3 NQF level 6 qualification, certification, 3 years and more experience = 2 NQF level 6 qualification, certification, and 1 - 2 years experience = 1 No relevant qualification, or certifications or experience = 0 NQF level 7 qualification, certification, 5 years and more experience = 5 NQF level 7 qualification, certification, 3-4 years experience = 4 NQF level 7 qualification, certification, 1-2 years experience = 3 NQF level 6 qualification, certification, 3 years and more experience = 2 NQF level 6 qualification, certification, and 1 - 2 years experience = 1 No relevant qualification, or certifications or experience = 0 NQF level 7 qualification, certification, 5 years and more experience = 5 NQF level 7 qualification, certification, 3-4 years experience = 4 NQF level 7 qualification, certification, 1-2 years experience = 3 NQF level 6 qualification, certification, 5 years and more experience = 2 NQF level 6 qualification, certification, and 3 - 4 years experience = 1 No relevant qualification, or certifications or experience = 0 NQF level 8 qualification and above, certification, 10 years and more experience = 5 NQF level 8 qualification and above, certification, 8-9 years experience = 4 NQF level 8 qualification and above, certification, 6-7 years experience = 3 NQF level 8 qualification and above, certification, 4-5 years experience = 2 NQF level 8 qualification and above, certification, less than 4 years experience = 1 No relevant qualification, certification or experience = 0
	9.2. GRAP Specialist	Intermediate	NQF level 7 qualification in Bachelor of Accounting degree, followed by a postgraduate qualification and a three-year internship, certification in CA(SA), Registered Government Auditor (RGA), Accredited Certified Chartered Accountant (ACCA), (Professional body accreditation), and minimum 5 years experience in conducting financial audits to verify the accuracy and reliability of financial statements, consulting and advisory services to businesses to improve financial performance and operations, and analytical abilities in financial reporting, auditing, tax planning, and strategic financial management at senior levels.	
	10.1. Digital Forensic Investigator	Intermediate	NQF level 7 qualification in Information Technology (IT) related field, certification in (Certified Ethical Hacker (CEH), CISSP, CISM, Certified Forensic Computer Examiner) and minimum 5 years experience in extracting digital information for computers, smart phones, and other devices, analysing digital evidence; reconstructing of events; provide support during investigations; identify potential threats.	
	10.2. Digital Forensic Investigator	Expert	NQF level 8 qualification in Information Technology (IT) related field, certification in (Certified Ethical Hacker (CEH), CISSP, CISM, Certified Forensic Computer Examiner) and minimum 10 years experience in extracting digital information for computers, smart phones, and other devices; Analyzing digital evidence; reconstructing of events; provide support during investigations; identify potential threats; Documenting evidence; Leading large-scale investigations.	

10.3. Forensic Accountant	Intermediate	NQF level 7 qualification in Accounting, Finance, or a related field, certification in (Certified Fraud Examiner (CFE), Certified Financial Forensics (CFF)) and minimum 5 years experience in forensic accounting; analysing financial data; investigating financial crimes; preparing and leading evidence during testimonies; forming part of a legal team as an expert witness; tracing of assets; conducting interviews; drafting of procedures to mitigate future risks; identifying gaps in financial processes.	NQF level 7 qualification, certification, 5 years and more experience = 5	
			NQF level 7 qualification, certification, 3-4 years experience = 4	
			NQF level 7 qualification, certification, 1-2 years experience = 3	
			NQF level 6 qualification, certification, 5 years and more experience = 2	
			NQF level 6 qualification, certification, and 3 - 4 years experience = 1	
10.4. Forensic Accountant	Expert	NQF level 8 qualification in Accounting, Finance, or a related field, certification in (Certified Fraud Examiner (CFE), Certified Financial Forensics (CFF)) and minimum 10 years experience in forensic accounting; analysing financial data; investigating financial crimes; preparing and leading evidence during testimonies; forming part of a legal team as an expert witness; tracing of assets; conducting interviews; drafting of procedures to mitigate future risks; identifying gaps in financial processes.	No relevant qualification, or certifications or experience = 0	
			NQF level 8 qualification and above, certification, 10 years and more experience = 5	
			NQF level 8 qualification and above, certification, 8-9 years experience = 4	
			NQF level 8 qualification and above, certification, 6-7 years experience = 3	
			NQF level 8 qualification and above, certification, 4-5 years experience = 2	
10.5. Information System Auditor	Intermediate	NQF level 7 qualification in Information Technology (IT) related field, certification in (CISA or ISACA) and minimum 5 years experience in evaluating security control, policies, and procedures, security audits, risk identification and mitigation, vulnerability assessment and penetration testing.	NQF level 8 qualification and above, certification, less than 4 years experience = 1	
			No relevant qualification, certification or experience = 0	
			NQF level 7 qualification, certification in (CISA or ISACA), 5 years and more experience = 5	
			NQF level 7 qualification, certification in (CISA or ISACA), 3-4 years experience = 4	
			NQF level 7 qualification, certification in (CISA or ISACA), 1-2 years experience = 3	
10.6. Information System Auditor	Expert	NQF level 8 qualification in Information Technology (IT) related field, certification in (CISA or ISACA) and minimum 10 years experience in evaluating security control, policies, and procedures, security audits, risk identification and mitigation, vulnerability assessment and penetration testing.	NQF level 6 qualification, certification in (CISA or ISACA), 5 years and more experience = 2	
			NQF level 6 qualification, certification in (CISA or ISACA), and 3 - 4 years experience = 1	
			No relevant qualification, or certifications or experience = 0	
			NQF level 8 qualification and above, certification (CISA or ISACA), 10 years and more experience = 5	
			NQF level 8 qualification and above, certification (CISA or ISACA), 8-9 years experience = 4	

11 Change Management	11.1. Digital Change Manager	Expert	NQF level 8 qualification in Business, IT, or Organisational Development, certification in (Certified Change Management Professional (CCMP)), and minimum 10 years experience in change management related to transformation programs, including stakeholder assessment, change impact analysis, organization design, communication planning, training support, and business readiness.	NQF level 8 qualification and above, certification (CISA or ISACA), 6-7 years experience = 3	
				NQF level 8 qualification and above, certification (CISA or ISACA), 4-5 years experience = 2	
				NQF level 8 qualification and above, certification (CISA or ISACA), less than 4 years experience = 1	
				No relevant qualification, certification or experience = 0	
				NQF level 8 qualification and above, certification, 10 years and more experience = 5	
				NQF level 8 qualification and above, certification, 8-9 years experience = 4	
				NQF level 8 qualification and above, certification, 6-7 years experience = 3	
1. Software/ Application Development	11.2. Digital Change Manager	Intermediate	NQF level 7 qualification in Business, IT, or Organisational Development, certification in (Certified Change Management Professional (CCMP)), and minimum 5 years experience in change management related to transformation programs, including stakeholder assessment, change impact analysis, organization design, communication planning, training support, and business readiness.	NQF level 8 qualification and above, certification, 4-5 years experience = 2	
				NQF level 8 qualification and above, certification, less than 4 years experience = 1	
				No relevant qualification, certification or experience = 0	
				NQF level 7 qualification, certification, 5 years and more experience = 5	
				NQF level 7 qualification, certification, 3-4 years experience = 4	
				NQF level 7 qualification, certification, 1-2 years experience = 3	
				NQF level 6 qualification, certification, 5 years and more experience = 2	
1. Software/ Application Development	1.1. Developer	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (Java, Java script, Python, C++ or similar), and minimum of 5 years experience in software development; knowledge of multiple languages, understanding of SDLC and agile methodologies. Proficiency in software engineering procedures, algorithms, and data structures.	NQF level 6 qualification, certification, and 3 - 4 years experience = 1	
				No relevant qualification, or certifications or experience = 0	
				Service categories for support services	
				NQF level 6 qualification, certification, 5 years and more experience = 5	
				NQF level 6 qualification, certification, 3-4 years experience = 4	
				NQF level 6 qualification, certification, 1-2 years experience = 3	
				NQF level 5 qualification, certification, 5 years and more experience = 2	
1. Software/ Application Development	1.1. Developer	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (Java, Java script, Python, C++ or similar), and minimum of 5 years experience in software development; knowledge of multiple languages, understanding of SDLC and agile methodologies. Proficiency in software engineering procedures, algorithms, and data structures.	NQF level 5 qualification, certification, and 3 - 4 years experience = 1	
				No relevant qualification, or certifications or experience = 0	
				NQF level 5 qualification, certification, 5 years and more experience = 2	

1.2. Developer	Expert	NQF level 7 qualification in Information Technology (IT) related field, certification in (Java, Java script, Python, C++ or similar), and minimum of 10 years experience in software development; knowledge of multiple languages, understanding of SDLC and agile methodologies. Proficiency in software engineering procedures, algorithms, and data structures.	NQF level 7 qualification and above, certification, 10 years and more experience = 5	
			NQF level 7 qualification and above, certification, 8-9 years experience = 4	
			NQF level 7 qualification and above, certification, 6-7 years experience = 3	
			NQF level 7 qualification and above, certification, 4-5 years experience = 2	
			NQF level 7 qualification and above, certification, less than 4 years experience = 1	
			No relevant qualification, certification or experience = 0	
1.3. Intergration Specialist	Intermediate	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (TOGAF, Integration Platform Certifications (MuleSoft, Dell Boomi, TIBCO), Cloud platform certification (AWS, Azure, Google Cloud), minimum 5 years experience with ESB, SOA, SOAP, XML, FTP, MIOS, GWEA, MISS, Crystal reports, Jasper.	NQF level 6 qualification, certification, 5 years and more experience = 5	
			NQF level 6 qualification, certification, 3-4 years experience = 4	
1.4. Intergration Specialist	Expert	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (TOGAF, Integration Platform Certifications (MuleSoft, Dell Boomi, TIBCO), Cloud platform certification (AWS, Azure, Google Cloud), minimum 10 years experience with ESB, SOA, SOAP, XML, FTP, MIOS, GWEA, MISS, Crystal reports, Jasper.	NQF level 6 qualification, certification, 1-2 years experience = 3	
			NQF level 6 qualification, certification, 3 years and more experience = 2	
			NQF level 6 qualification, certification, and 1 - 2 years experience = 1	
			No relevant qualification, or certifications or experience = 0	
			NQF level 6 qualification, certification, 10 years and more experience = 5	
			NQF level 6 qualification, certification, 5-9 years experience = 4	
1.5. Website Administrator	Expert	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (Web administration), and minimum 10 years experience with client-side designer and developer, Web design and development, deploy and troubleshoot on web servers, prototyping and researching alternative implementation strategies, participating in walkthroughs of user specifications, writing technical specifications and implementing new features	NQF level 6 qualification, certification, 1- 4 years experience = 3	
			NQF level 6 qualification, certification, 5 years and more experience = 2	
			NQF level 6 qualification, certification, less than 5 years experience = 1	
			No relevant qualification, certification or experience = 0	
			NQF level 6 qualification, certification, 10 years and more experience = 5	
			NQF level 6 qualification, certification, 8-9 years experience = 4	
			NQF level 6 qualification, certification, 6-7 years experience = 3	
			NQF level 6 qualification, certification, 4-5 years experience = 2	
			NQF level 6 qualification, certification, 1-3 years experience = 1	

1.6. Website Administrator	Intermediate	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (Web admin), minimum 5 years experience with client-side designer and developer, Web design and development, deploy and troubleshoot on web servers, prototyping and researching alternative implementation strategies, implementing new features and performing maintenance on the existing CMS platforms.	No relevant qualification, certification or experience = 0 NQF level 6 qualification, certification, 5 years and more experience = 5	
			NQF level 6 qualification, certification, 4 years experience = 4	
			NQF level 6 qualification, certification, 3 years experience = 3	
			NQF level 6 qualification, certification, 2 years experience = 2	
			NQF level 6 qualification, certification, 1 years experience = 1	
	Expert	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (ESRI GIS), minimum 10 years experience with design, develop and support geospatial GIS templates, manage the development of GIS Map templates and widgets, defining, design and building of varied components of complex, distributed, high-performance web-based and Mobile applications. Should be functional with technologies across most of the application stack including user interface, middle tier, and database systems.	No relevant qualification, certification or experience = 0 NQF level 6 qualification, certification in (ESRI GIS), 10 years and more experience = 5	
			NQF level 6 qualification, certification in (ESRI GIS), 8-9 years experience = 4	
			NQF level 6 qualification, certification in (ESRI GIS), 6-7 years experience = 3	
			NQF level 6 qualification, certification in (ESRI GIS), 4-5 years experience = 2	
			NQF level 6 qualification, certification in (ESRI GIS), 1-3 years experience = 1	
1.8. GIS Developer	Intermediate	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (ESRI GIS), minimum 5 years experience with design, develop and support geospatial GIS templates, manage the development of GIS Map templates and widgets, defining, design and building of varied components of complex, distributed, high-performance web-based and Mobile applications.	No relevant qualification, certification or experience = 0 NQF level 6 qualification, certification in (ESRI GIS), 5 years and more experience = 5	0
			NQF level 6 qualification, certification in (ESRI GIS), 4 years experience = 4	
			NQF level 6 qualification, certification in (ESRI GIS), 3 years experience = 3	
			NQF level 6 qualification, certification in (ESRI GIS), 2 years experience = 2	
			NQF level 6 qualification, certification in (ESRI GIS), 1 years experience = 1	
2.1. Sage Specialist Developer	Expert	NQF level 6 qualification in Information Technology (IT) related field, certification in (Sage ERP X3) and minimum 10 years experience with ability to create detailed technical specifications for custom programs based on functional specifications/client needs. Experience with 4GL, SQL, .net, and Crystal Reports. Modify existing programs to enhance functionality, transactional workflow, Write MS SQL Server Stored Procedures, Views, and Triggers, Write custom reports in Crystal Reports and SQL Server Reporting Services (SSRS), pulling data from MS SQL Server or Oracle	No relevant qualification, certification or experience = 0 NQF level 6 qualification, certification in (Sage ERP X3), 10 years and more experience = 5	
			NQF level 6 qualification, certification in (Sage ERP X3), 8-9 years experience = 4	
			NQF level 6 qualification, certification in (Sage ERP X3), 6-7 years experience = 3	
2. System Functional Specialist				

2.5. Archibus Specialist Developer	Expert	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (Archibus), minimum 10 years experience with knowledge of South Africa government Real Estate industry and policies, in depth knowledge of Archibus, Strong object-oriented programming background, in-depth knowledge of databases, Client-side designer and developer, API design, technical design, and Implementation for major new features.	NQF level 6 qualification, certification in (Archibus), 10 years and more experience = 5	
			NQF level 6 qualification, certification in (Archibus), 8-9 years experience = 4	
			NQF level 6 qualification, certification in (Archibus), 6-7 years experience = 3	
			NQF level 6 qualification, certification in (Archibus), 4-5 years experience = 2	
			NQF level 6 qualification, certification in (Archibus), 1-3 years experience = 1	
			No relevant qualification, certification or experience = 0	
2.6. Archibus Specialist Developer	Intermediate	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, certification in (Archibus), minimum 5 years experience with knowledge of South Africa government Real Estate industry and policies, in-depth knowledge of Archibus, strong object-oriented programming background, in-depth knowledge of databases, Client-side design and development.	NQF level 6 qualification, certification in (Archibus), 5 years and more experience = 5	
			NQF level 6 qualification, certification in (Archibus), 4 years experience = 4	
			NQF level 6 qualification, certification in (Archibus), 3 years experience = 3	
			NQF level 6 qualification, certification in (Archibus), 2 years experience = 2	
			NQF level 6 qualification, certification in (Archibus), 1 years experience = 1	
			No relevant qualification, certification or experience = 0	
2.7. Archibus Functional Specialist	Expert	NQF level 6 qualification (National Diploma or an Advanced certification) qualification, certification in (Archibus), minimum 10 years experience with knowledge of South Africa government Real Estate industry and policies, in- depth knowledge of Archibus, in-depth knowledge of databases, Client-side design and development, Prototyping and researching alternative implementation strategies, Conduct walkthroughs of functional specifications, implementing new features, writing unit and integration tests, conduct documentation and QA.	NQF level 6 qualification, certification in (Archibus), 10 years and more experience = 5	
			NQF level 6 qualification, certification in (Archibus), 8-9 years experience = 4	
			NQF level 6 qualification, certification in (Archibus), 6-7 years experience = 3	
			NQF level 6 qualification, certification in (Archibus), 4-5 years experience = 2	
			NQF level 6 qualification, certification in (Archibus), 1-3 years experience = 1	
			No relevant qualification, certification or experience = 0	
2.8. Archibus Functional Specialist	Intermediate	NQF level 6 qualification (National Diploma or an Advanced certification) qualification, certification in (Archibus), minimum 5 years experience with knowledge of South Africa government Real Estate industry and policies, in- depth knowledge of Archibus, in-depth knowledge of databases, client-side designer and developer, prototyping and researching alternative implementation strategies,	NQF level 6 qualification, certification in (Archibus), 5 years and more experience = 5	
			NQF level 6 qualification, certification in (Archibus), 4 years experience = 4	

		conduct walkthroughs of functional specifications.		<p>NQF level 6 qualification, certification in (Archibus), 3 years experience = 3</p> <p>NQF level 6 qualification, certification in (Archibus), 2 years experience = 2</p> <p>NQF level 6 qualification, certification in (Archibus), 1 years experience = 1</p> <p>No relevant qualification, certification or experience = 0</p> <p>NQF level 6 qualification, 10 years and more experience = 5</p> <p>NQF level 6 qualification, 8-9 years experience = 4</p> <p>NQF level 6 qualification, 6-7 years experience = 3</p> <p>NQF level 6 qualification, certification, 4-5 years experience = 2</p> <p>NQF level 6 qualification, 1-3 years experience = 1</p> <p>No relevant qualification, or experience = 0</p> <p>NQF level 6 qualification, 5 years and more experience = 5</p> <p>NQF level 6 qualification, 4 years experience = 4</p> <p>NQF level 6 qualification, 3 years experience = 3</p> <p>NQF level 6 qualification, 2 years experience = 2</p> <p>NQF level 6 qualification, 1 years experience = 1</p> <p>No relevant qualification, or experience = 0</p> <p>NQF level 6 qualification, certificate, 10 years and more experience = 5</p> <p>NQF level 6 qualification, certificate, 8-9 years experience = 4</p> <p>NQF level 6 qualification, certificate, 6-7 years experience = 3</p> <p>NQF level 6 qualification, certificate, 4-5 years experience = 2</p> <p>NQF level 6 qualification, certificate, 1-3 years experience = 1</p> <p>No relevant qualification, certificate or experience = 0</p>
2.9. Works Control System (WCS) Specialist	Expert	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, minimum 10 years experience in software development utilising Natural and Adbas technologies; understanding of SDLC and agile methodologies; proficiency in software engineering procedures, algorithms, and data structures.		
2.10. Works Control System (WCS) Specialist	Intermediate	NQF level 6 qualification (National Diploma or an Advanced certification) qualification in Information Technology (IT) related field, minimum 5 years experience in software development utilising Natural and Adbas technologies; understanding of SDLC and agile methodologies; proficiency in software engineering procedures, algorithms, and data structures.		
2.11. EPWP System (Developer)	Expert	<p>NQF level 6 (National Diploma or an Advanced Certificate) qualification in Information Technology (IT) related field, certificate in (Software development related), minimum 10 years experience in •Programming languages: Javascript and Node JS, xquery, XML</p> <p>•Front end technologies: Polymer, Reactjs.</p> <p>•DB technologies: Oracle, MySQL, Couchdb clusters</p> <p>•Technology stack: Kwantu Platform open source stack running in a number of government departments</p> <p>•Mobile technology: Android, and IOS development using Cordova.</p> <p>•Reporting: JasperReports</p>		

2.12. EPWP System (Developer)	Intermediate	NQF level 6 (National Diploma or an Advanced Certificate) qualification in Information Technology (IT) related field, certificate in •Programming languages: Javascript and Node JS, xquery, XML •Front end technologies: Polymer, Reactjs. •DB technologies: Oracle, MySQL, Couchdb clusters •Technology stack: Kwantu Platform open source stack running in a number of government departments. •Mobile technology: Andriod, and IOS development using Cordova. •Reporting: JasperReports	NQF level 6 qualification, certificate, 5 years and more experience = 5
			NQF level 6 qualification, certificate, 4 years experience = 4
			NQF level 6 qualification, certificate, 3 years experience = 3
			NQF level 6 qualification, certificate, 2 years experience = 2
			NQF level 6 qualification, certificate, 1 years experience = 1
			No relevant qualification, certificate or experience = 0
2.13. EPWP System (Business Analyst and Systems Architect)	Expert	NQF level 6 (National Diploma or an Advanced Certificate) qualification in Information Technology (IT) related field, certificate in (Software development related), minimum 10 years experience in •Programming languages: Javascript and Node JS, xquery, XML •Front end technologies: Polymer, Reactjs. •DB technologies: Oracle, MySQL, Couchdb clusters •Technology stack: Kwantu Platform open source stack running in a number of government departments. •Mobile technology: Andriod, and IOS development using Cordova. •Reporting: JasperReports	NQF level 6 qualification, certificate, 10 years and more experience = 5
			NQF level 6 qualification, certificate, 8-9 years experience = 4
			NQF level 6 qualification, certificate, 6-7 years experience = 3
			NQF level 6 qualification, certificate, 4-5 years experience = 2
			NQF level 6 qualification, certificate, 1-3 years experience = 1
			No relevant qualification, certificate or experience = 0
2.14. EPWP System (Business Analyst and Systems Architect)	Intermediate	NQF level 6 (National Diploma or an Advanced Certificate) qualification in Information Technology (IT) related field, certificate in •Programming languages: Javascript and Node JS, xquery, XML •Front end technologies: Polymer, Reactjs. •DB technologies: Oracle, MySQL, Couchdb clusters •Technology stack: Kwantu Platform open source stack running in a number of government departments. •Mobile technology: Andriod, and IOS development using Cordova. •Reporting: JasperReports	NQF level 6 qualification, certificate, 5 years and more experience = 5
			NQF level 6 qualification, certificate, 4 years experience = 4
			NQF level 6 qualification, certificate, 3 years experience = 3
			NQF level 6 qualification, certificate, 2 years experience = 2
			NQF level 6 qualification, certificate, 1 years experience = 1
			No relevant qualification, certificate or experience = 0

2.15. EPWP System (DBA Expert and DevOps)	NQF level 6 (National Diploma or an Advanced Certificate) qualification in Information Technology (IT) related field, certificate in (Software development related), minimum 10 years experience in •Programming languages: Javascript and Node JS, xquery, XML •Front end technologies: Polymer, Reactjs. •DB technologies: Oracle, MySQL, Couchdb clusters •Technology stack: Kwantu Platform open source stack running in a number of government departments. •Mobile technology: Android, and IOS development using Cordova. •Reporting: JasperReports	Expert	NQF level 6 qualification, certificate, 10 years and more experience = 5
			NQF level 6 qualification, certificate, 8-9 years experience = 4
			NQF level 6 qualification, certificate, 6-7 years experience = 3
			NQF level 6 qualification, certificate, 4-5 years experience = 2
			NQF level 6 qualification, certificate, 1-3 years experience = 1
			No relevant qualification, certificate or experience = 0
2.16. EPWP System (DBA Intermediate and DevOps)	NQF level 6 (National Diploma or an Advanced Certificate) qualification in Information Technology (IT) related field, certificate in •Programming languages: Javascript and Node JS, xquery, XML •Front end technologies: Polymer, Reactjs. •DB technologies: Oracle, MySQL, Couchdb clusters •Technology stack: Kwantu Platform open source stack running in a number of government departments. •Mobile technology: Android, and IOS development using Cordova. •Reporting: JasperReports	Intermediate	NQF level 6 qualification, certificate, 5 years and more experience = 5
			NQF level 6 qualification, certificate, 4 years experience = 4
			NQF level 6 qualification, certificate, 3 years experience = 3
			NQF level 6 qualification, certificate, 2 years experience = 2
			NQF level 6 qualification, certificate, 1 years experience = 1
			No relevant qualification, certificate or experience = 0
2.17. EPWP System (Helpdesk -Support team staff)	NQF level 6 (National Diploma or an Advanced Certificate) qualification in Information Technology (IT) related field, certificate in •Programming languages: Javascript and Node JS, xquery, XML •Front end technologies: Polymer, Reactjs. •DB technologies: Oracle, MySQL, Couchdb clusters •Technology stack: Kwantu Platform open source stack running in a number of government departments. •Mobile technology: Android, and IOS development using Cordova. •Reporting: JasperReports	Intermediate	NQF level 6 qualification, certificate, 5 years and more experience = 5
			NQF level 6 qualification, certificate, 4 years experience = 4
			NQF level 6 qualification, certificate, 3 years experience = 3
			NQF level 6 qualification, certificate, 2 years experience = 2
			NQF level 6 qualification, certificate, 1 years experience = 1
			No relevant qualification, certificate or experience = 0
3. Cyber Security Specialist	NQF level 6 qualification in Information Technology (IT) related field, certification in (AMBCI, CISSP, Security+/ Certified Ethical Hacker/ PenTest+/ Information Systems Security Professional), and minimum of 5 years experience in cybersecurity and or business continuity consulting.	Intermediate	NQF level 6 qualification, certificate, 5 years and more experience = 5
			NQF level 6 qualification, certification, 3-4 years experience = 4
			NQF level 6 qualification, certification, 1-2 years experience = 3
			No relevant qualification, certificate or experience = 0

3.2. Cyber Security Specialist	Expert	NQF level 7 qualification in Information Technology (IT) related field, certification in (AMBCI, CISP Security+/ Certified Ethical Hacker/ PenTest+/ Information Systems Security Professional), and minimum of 10 years experience in cybersecurity and or business continuity consulting.	NQF level 5 qualification, certification, 5 years and more experience = 2
			NQF level 5 qualification, certification, and 3 - 4 years experience = 1
			No relevant qualification, or certifications or experience = 0
			NQF level 7 qualification and above, certification, 10 years and more experience = 5
			NQF level 7 qualification and above, certification, 7-9 years experience = 4
			NQF level 7 qualification and above, certification, 6-7 years experience = 3
			NQF level 7 qualification and above, certification, 4-5 years experience = 2
			NQF level 7 qualification and above, certification, less than 4 years experience = 1
3.3. Cyber Security Engineer+B403	Intermediate	NQF level 6 qualification in Information Technology (IT) related field, certification in (CISP or CISM or similar) and minimum 5 years experience in designing, implementing, and maintaining cyber security solutions.	No relevant qualification, certification or experience = 0
			NQF level 6 qualification, certification, 5 years and more experience = 5
			NQF level 6 qualification, certification, 3-4 years experience = 4
			NQF level 6 qualification, certification, 1-2 years experience = 3
			NQF level 5 qualification, certification, 5 years and more experience = 2
			NQF level 5 qualification, certification, and 3 - 4 years experience = 1
			No relevant qualification, or certifications or experience = 0
			NQF level 7 qualification and above, certification, 10 years and more experience = 5
3.4. Cyber Security Engineer	Expert	NQF level 7 qualification in Information Technology (IT) related field, certification in (CISP or CISM or similar) and minimum 10 years experience in designing, implementing, and maintaining cyber security solutions.	NQF level 7 qualification and above, certification, 7-9 years experience = 4
			NQF level 7 qualification and above, certification, 6-7 years experience = 3
			NQF level 7 qualification and above, certification, 4-5 years experience = 2
			NQF level 7 qualification and above, certification, less than 4 years experience = 1
			No relevant qualification, certification or experience = 0

Annexure B: Pricing Schedule

Bidders to complete a pricing schedule of all required resources for a period of three, 3 years.

Annexure B: Pricing Schedule						
Service categories for assessment						
Service Category	Competency	Proficiency Level	Quantity	Year 1	Year 2	Year 3
1. ICT Project and Programme Management	Program Manager	Expert	1			
	Project Manager	Expert	1			
	Project Administrator	Expert	1			
2. Service Management	Service Delivery Manager	Expert	1			
	Help Desk Analyst	Intermediate	1			
		Expert	1			
3. Business Analysis	Business Analyst	Intermediate	1			
	Application Architect	Intermediate	1			
	Solution Architect	Intermediate	1			
4. Enterprise Architecture	Technology Architect	Intermediate	1			
	Database Administrator	Expert	1			
	Financial Data Analyst	Expert	1			
5. Data Management	Storage & Disaster Recovery Specialist	Intermediate	1			
	Infrastructure Specialist	Expert	1			
	Technical Manager	Expert	1			
6. Data Centre Services	Systems Engineer	Expert	1			
	Network Engineer	Expert	1			
	Wide Area Network (WAN) Specialist	Intermediate	1			
7. Network Infrastructure	ICT Business Continuity Specialist	Expert	1			
	Cyber Security Analyst	Expert	1			
	GRAP Accountant	Expert	1			
8. Cyber Security Services	Digital Forensic Investigator	Intermediate	1			
	Forensic Accountant	Intermediate	1			
	Information Security Auditor	Expert	1			
9. Chartered Accountancy	Digital Change Manager	Expert	1			
10. Digital & Financial Forensics						
11. Digital Change						
Service categories for support services						
1. Software/ Application Development	Developer	Expert	1			
	Integration Specialist	Expert	1			
	Web administrator	Intermediate	1			
2. System Functional Specialist	Geographical Information System (GIS) Developer	Intermediate	1			
	Sage Specialist Developer	Expert	1			
	Sage Functional Specialist	Expert	1			
3. EPWP System	Archibus Specialist Developer	Expert	1			
	Archibus Functional Specialist	Expert	1			
	Works Control System (WCS) Specialist	Expert	1			
4. Cyber Security Services	Developer	Expert	1			
	Business Analyst and Systems Architect	Expert	1			
	Database Administrator (DBA) and Development (dev) & IT operations (DevOps)	Expert	1			
Total	Helpdesk - Support Team Staff	Expert	1			
	Cyber Security Specialist	Expert	1			
	Cyber Security Engineer	Expert	1			
VAT 15%			40	R	-	R
Grand Total (Bid Offer)					R	-
					R	-
					R	-

Annexure C: Particulars of Tender's Projects [DPW-09 PSB]

Kindly complete the Particulars of Tender's Projects [DPW-09 PSB] as required.

ANNEXURE C: PARTICULARS OF TENDERER'S PROJECTS [DPW-09]

Project title:			Appointment of a service provider to conduct a comprehensive due diligence assessments of business processes and technology systems, implement interventions; provide critical resources and develop a digital transformation blueprint for DPW/ PMTE over a period of 36 months.		
Tender / quotation no:	HP25/003GS	Closing date:	08 th July 2025		
Advertising date:	9 TH June 2025	Validity period:	84 Days		

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	Contact tel. no.	Contract sum	Contractual commencement date	Contractual completion date	Current percentage progress
1						
2						
3						
4						
5						

Particulars of tenderer's projects: DPW-09

Projects currently engaged in	Name of Employer or Representative of Employer	Contact tel. no.	Contract sum	Contractual commencement date	Contractual completion date	Current percentage progress
6						
7						
8						
9						

Particulars of tenderer's projects: DPW-09

10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											
21											

Particulars of tenderer's projects: DPW-09

Projects currently engaged in	Name of Employer or Representative of Employer	Contact tel. no.	Contract sum	Contractual commence- ment date	Contractual completion date	Current percentage progress
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						

1.2. Completed projects

Projects completed in the previous 10 (Ten) 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						
10						
11						
12						
13						

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

Projects completed in the previous 10 (Ten) 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
14						
15						
16						
17						
18						
19						
21						
22						
23						
24						
25						

Name of Tenderer	Signature
	Date