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SPECIAL CONDITIONS / MANDATORY BID CONDITIONS

1. The forms in the Table of Contents and on the PA-03(GS): Notice and Invitation for Quotation should be properly completed and signed and returned on or before the due date and time.
2. **NB:** PA11: Bidder's Disclosure should be properly/duly completed, dated and signed. *Bidders or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise must disclose any interest in any other related enterprise whether or not they are bidding for this contract.*
3. The total offer on the pricing schedule must be carried over to the PA32 (Invitation to Bid) or the quote will be deemed as non-responsive and will not be evaluated further.
4. In the event an offer in words differs from the offer in figures on the PA32, the offer in words supersedes the offer in figures on condition the offer in words corresponds with the amount on the pricing schedule. Contradicting amounts will be deemed as non-responsive and will not be evaluated further.
5. No late, incomplete or quotations with correctional fluid will be accepted.
6. Delivery address is the Tender box on the Ground Floor, Customs House, Lower Heerengracht, Cape Town.
7. Alternatively quotations may be emailed to CPT.Quotations@dpw.gov.za
8. Quotations are valid after the closing date for 30 days for thresholds up to R500 000 and 84 days for thresholds up to R1 million.

9. The bidder must make provision for exchanges and or changes in sizes where applicable at no additional cost to the Department.
10. Failure to comply with product specifications & inability to meet delivery times will render the quote non-compliant and will not be evaluated further. If the bidder is a VAT vendor /registered the bidder is required to explicitly state the VAT amount.
11. VAT vendor must include VAT at 15% in their bid offers.
12. Resolution to sign/resolution of signatures is mandatory in the event where a delegation to sign the bid document to someone other than a director or member or shareholder (where applicable).
13. The evaluation criteria will be based on Pre-Qualification, mandatory conditions and PPPFA 2017.
14. In the event that one or more bidders are equal in all respects the award will be decided by drawing of lots.

OTHER BID CONDITIONS

1. The Department reserves the right to negotiate the offer where it is found not to be market related.
2. All goods supplied must be approved by the South African Bureau of Standards (SABS) if applicable.
3. The Department reserves the right to request any additional information and / or samples of items quoted before mass production is undertaken at no cost to the Department if applicable.
4. Bidders should have an office/branch in the Western Cape
5. Bidders must be registered on the CSD and tax matters should remain compliant throughout the procurement process.
6. Due to a high volume of quotations received it is advisable to hand deliver your quotation to ensure receipt thereof.
7. Specification / technical enquiries must be directed to the Project Leader as indicated on the PA-03 (GS) and PA-32.
8. The Department will contract with the successful bidder with an official order.
9. No work may commence without an official Departmental order.

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

THE DEPARTMENT OF PUBLIC WORKS INVITES BIDDERS FOR THE PROVISION OF CAPE TOWN: STATE OF THE NATION ADDRESS 2023: CITY HALL AND GRAND PARADE: PROVISION OF TEMPORARY INFRASTRUCTURE: OPERATIONAL AND STRUCTURAL REQUIREMENTS: MARQUEES, TENTS AND FURNITURE

Project title:	CAPE TOWN: STATE OF THE NATION ADDRESS 2023: CITY HALL AND GRAND PARADE: PROVISION OF TEMPORARY INFRASTRUCTURE: OPERATIONAL AND STRUCTURAL REQUIREMENTS: MARQUEES, TENTS AND FURNITURE
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Bid no:	RFQ12825		
Advertising date:	15 December 2022	Closing date:	9 January 2023
Closing time:	11:00	Validity period:	84 days

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

1.	<input checked="" type="checkbox"/>	Bid offer must be properly received on the bid closing date and time specified on the invitation, fully completed and signed in ink.
2.	<input type="checkbox"/>	Submission of other compulsory returnable schedules / documents as per (PA-09 (GS)): List of returnable documents.
3.	<input type="checkbox"/>	Submission of (PA-16): Preference points claim form in terms of the Preferential Procurement Regulations 2017.
4.	<input type="checkbox"/>	Compliance to Local Production and Content requirements as per PA36 and Annexure C
5.	<input type="checkbox"/>	Registration on National Treasury's Central Supplier Database (CSD)
6.	<input checked="" type="checkbox"/>	Compliance with Pre-qualification criteria for Preferential Procurement
7.	<input checked="" type="checkbox"/>	Use of correction fluid is prohibited
8.	<input checked="" type="checkbox"/>	<p>Tenderers to comply with the pre-qualification criteria on paragraph 11.3 (level 1 or 2) for Preferential Procurement as follows:</p> <p>a) A valid copy of the bidder's BBB-EE certificate OR</p> <p>b) A valid copy of the bidder's "Sworn Affidavit" attested by the commissioner of Oath as prescribed by the BBB-EE Codes of Good Practice.</p> <p>The Date of deponent and date of Commissioner of Oath must correspond or be the same; financial year end must be indicated, according to The Broad-Based Black Economic Empowerment Practice Guide 01 Of 2018, Determining The Validity of a Broad-Based Black Economic Empowerment Verification Certificate, B-BBEE Certificate and Sworn Affidavit paragraph 17(i)</p> <p>c) A valid copy of BBB-EE issued by the DTI will be accepted</p> <p>d) A valid copy of a BBB-EE Verification Certificate / a sworn affidavit and a BBB-EE Certificate issued by the Companies and Intellectual Property Commission (CIPC) will be accepted</p> <p>e) A trust, consortium or joint venture must submit a consolidated BBB-EE status Level Certificates together with the bids. Failure to submit the consolidated BBB-EE will lead to disqualification of the bid.</p> <p>NB: Failure to submit any of the above will result in disqualification of bids as this is a pre-qualification criteria.</p>
9.	<input checked="" type="checkbox"/>	Completion and submission of the invitation to Bid form PA32. Transfer your final bid offer to PA-32.
10.	<input checked="" type="checkbox"/>	Submission of fully priced Bill of Quantities/ Pricing schedule.

11.	<input checked="" type="checkbox"/>	Submission of DPW 09 form completed form with particulars of Tender's projects.
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Indicate administrative requirements applicable for this tender. Tenderers may be required to submit the below documents where applicable.

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): Declaration of Interest and Tenderer's Past Supply Chain Management Practices.
4	<input type="checkbox"/>	Submission of (PA-29): Certificate of Independent Bid Determination.
5	<input checked="" type="checkbox"/>	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
6	<input checked="" type="checkbox"/>	Submission of proof of Registration on National Treasury's Central Supplier Database (CSD).
7	<input type="checkbox"/>	Submission of record of attending compulsory virtual bid clarification / site inspection meeting.
8	<input type="checkbox"/>	<i>Specify other responsiveness criteria</i>
9	<input type="checkbox"/>	<i>Specify other responsiveness criteria</i>
10	<input type="checkbox"/>	<i>Specify other responsiveness criteria</i>
11	<input type="checkbox"/>	<i>Specify other responsiveness criteria</i>
12	<input type="checkbox"/>	<i>Specify other responsiveness criteria</i>

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

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

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

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

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

Minimum functionality score to qualify for further evaluation:	50
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Functionality criteria:	Weighting factor:
<p>EXPERIENCE WITH SUPPLY & DELIVERY OF EVENTS RELATED INFRASTRUCTURE</p> <p>1) The bidder must attach appointment letter(s) from the Employer with a clear project description, contract value and contract period and reference letter(s) from the Employer with a clear project description, contract value and contract period. (Each appointment letter must be supported by a reference letter) OR</p> <p>2) The bidder must attach Purchase Order(s) from the Employer with a clear project description, contract value and contract period and reference letter(s) from the Employer with a clear project description, contract value and contract period. (Each Purchase Order must be supported by a reference letter) OR</p> <p>3) The bidder must attach signed contract(s) / SLA from the Employer with a clear project description, contract value and contract period and reference letter(s) from the Employer with a clear project description, contract value and contract period. (Each Contract / SLA must be supported by a reference letter)</p> <p>The proof submitted in this category must be aligned to the list of projects submitted on the DPW-09. Failure to provide information on the DPW-09 or provide information regarding the bidder's experience will lead to no scoring of points in this criteria. The projects listed on the DPW-09 will be used to score the bidder on quality</p> <p>Scoring:</p> <ul style="list-style-type: none"> * R 200 000 or more events projects in the last 5 years - 5 Points * R 150 000 or more events projects in the last 5 years - 4 Points * R 100 000 or more events projects in the last 5 years - 3 Points * R 50 000 or more events projects in the last 5 years - 2 Points * R 20 000 or more events projects in the last 5 years - 1 Points 	50

QUALITY / PERFORMANCE EVALUATION	
<p>References listed on the DPW-09 shall be used to obtain the quality of supply and delivery of marquees. The alignment of criteria number 1 (experience) will be used for scoring of quality.</p> <p>The bidder must forward the quality performance form (QP-01) to their Employer to complete (the form must be signed and stamped) and attached to the tender document when submitting. No other format of quality performance is acceptable other than the quality form (QP-01).</p> <p>The bidder to submit a quality form projects listed on the DPW-09. Failure to submit the quality forms will lead to no scoring of points.</p> <p>Scoring: Excellent = 5 points Good = 4 points Satisfactory = 3 points Average = 2 points Poor = 1 point</p>	50
Total	100 Points

Subject to sub-regulation 6(2) and /or 7(2), points must be awarded to a tenderer for attaining B-BBEE status level contributor in accordance with the table below:

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

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

COLLECTION OF BID DOCUMENTS:

- Bid documents are available for free download on e-Tender portal www.etenders.gov.za
- Alternatively; Bid documents may be collected during working hours at the following address ***insert physical address***. A non-refundable bid deposit of R ***insert amount*** is payable, (Cash only) is required on collection of the bid documents.
- A ***select*** pre bid meeting with representatives of the Department of Public Works will take place at ***insert address*** on ***dd/mm/yyyy*** starting at ***insert time***. Venue ***insert venue***. (if applicable)

ENQUIRIES RELATED TO BID DOCUMENTS MAY BE ADDRESSED TO:

DPW Project Leader:	Luvuyo Rasmeni	Telephone no:	021 402 2218
Cell no:	082 454 1487	Fax no:	
E-mail:	Luvuyo.rasmeni@dpw.gov.za		

DEPOSIT / RETURN OF BID DOCUMENTS:

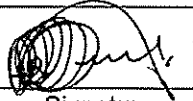
Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.

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

All tenders must be submitted on the official forms –

<p>BID DOCUMENTS MAY BE POSTED TO:</p> <p>THE DIRECTOR -GENERAL DEPARTMENT OF PUBLIC WORKS PRIVATE BAG X 9027</p> <p>Cape Town 8000</p> <p>ATTENTION: PROCUREMENT SECTION: ROOM 942</p> <p><i>POSTED TENDERS MUST BE RECEIVED PRIOR CLOSING DATE AND TIME AT 11H00 BY THE DEPARTMENT</i></p>	OR	<p>DEPOSITED IN THE TENDER BOX AT:</p> <p>Customs House Building Lower Heerengracht Cape Town 8000</p>
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COMPILED BY:

Luvuyo Rasmeni		Project Leader	13 December 2022
Name of Project Leader	Signature	Capacity	Date

PA 32: INVITATION TO BID PART A

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

BID NUMBER:	RFO 12825	CLOSING DATE:	09/01/2023	CLOSING TIME:	11H00
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DESCRIPTION	CAPE TOWN: STATE OF THE NATION ADDRESS 2023 CITY HALL AND GRAND PARADE: PROVISION OF TEMPORARY INFRASTRUCTURE OPERATIONAL AND STRUCTURAL REQUIREMENTS: MARQUEES, TENTS AND FURNITURE
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**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (DPW04.1 GS or DPW04.2 GS).
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)**

**OR POSTED TO:
DROP AT CUSTOMS HOUSE LOWER HEERENGRACHT STREET CAPE TOWN OR EMAIL TO
CPT.Quotations@dpw.gov.za**

SUPPLIER INFORMATION

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			

TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	<input type="checkbox"/>	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)
	<input type="checkbox"/>	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)
	<input type="checkbox"/>	A REGISTERED AUDITOR DETAILS:
	NAME: REGISTRATION NUMBER: BUSINESS ADDRESS: TELEPHONE NUMBER:.....	

	E-MAIL ADDRESS:.....
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[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ANSWER PART B:3 BELOW]
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)	
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	
TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR ONLINE
1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD



NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? 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. AN ORIGINAL OR CERTIFIED COPY OF THE B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE.

Note Well:

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

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



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Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

PRICING SCHEDULE



The total offer on this pricing schedule must be carried over to the PA32 (Invitation to Bid) or the quote will be deemed as non-responsive and will not be evaluated further

DESCRIPTION (SUPPLY & DELIVERY)	QUANTITY	UNIT PRICE (per one item / each) EXCLUDING VAT	TOTAL UNIT PRICE FOR THE FULL QUANTITY REQUIRED EXCLUDING VAT
EXAMPLE: (Quantity multiplied by the unit price to get total unit price excluding VAT)			
BLACK PENS	6	R2.00 Each EXCLUDING VAT	R12.00 EXCLUDING VAT
AREA A – CITY HALL (Hire for 1 day) FURNITURE TO BE DELIVERED TUESDAY 7 FEBRUARY 2023 AT 10:00, REMOVED FRIDAY 10 FEBRUARY 2023 at 08:00			
DAVID BLOOMBERG RECEPTION: 3 X SETS OF SOFT SEATING AND 3 SETS OF DINING UNITS			
<ul style="list-style-type: none"> • SET 1: • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug 	1		
<ul style="list-style-type: none"> • SET 2: • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug 	1		
<ul style="list-style-type: none"> • SET 3: • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug 	1		
<ul style="list-style-type: none"> • 3 x dining tables • 12 x chairs 	1		



PRICING SCHEDULE

Each dining table should have 4 chairs.			
EXHIBITION ROOM			
Ergonomic chairs and adjustable armrests, back rests to support the lower spine in order to relieve tension in back muscles & adjustable height: 15 x Trestle tables with cloth cover (black) 45 Ergonomic chairs (3 x chairs per table)	1		
INTERPRETATION BOOTHS: 12 Ergonomic Chairs	12		
BAR AREA			
<ul style="list-style-type: none"> 10 x White trestles tables 40 x chairs (4x chairs per table) 	1		
OFFICES (ON MAIN PASSAGE NEXT TO EXHIBITION ROOMS)			
3 X SETS OF SOFT SEATING AND 4 SETS OF DINING UNITS			
<ul style="list-style-type: none"> 4 x 4 seater tables 16 chairs (4x chairs per table) and table cloths SET 1: <ul style="list-style-type: none"> 3 seater sofa 2 seater sofa 1 seater sofa Coffee Table 2x2m loose rug SET 2 <ul style="list-style-type: none"> 3 seater sofa 2 seater sofa 1 seater sofa Coffee Table 2x2m loose rug SET 3: <ul style="list-style-type: none"> 3 seater sofa 2 seater sofa 1 seater sofa Coffee Table 2x2m loose rug 	1		



PRICING SCHEDULE

(DECK AND MINOR HALL) 7 X 8 SEATER TRESTLE TABLE + 3 X 3 X SETS OF SOFT SEATING			
<ul style="list-style-type: none">• 7 x 8 seater trestle tables and table cloths• 56 Chairs SET 1: <ul style="list-style-type: none">• 3 seater sofa• 2 seater sofa• 1 seater sofa• Coffee Table• 2x2m loose rug SET 2 <ul style="list-style-type: none">• 3 seater sofa• 2 seater sofa• 1 seater sofa• Coffee Table• 2x2m loose rug SET 3: <ul style="list-style-type: none">• 3 seater sofa• 2 seater sofa• 1 seater sofa• Coffee Table• 2x2m loose rug	1		
RECEPTION ROOM) 1 X SET OF SOFT SEATING AND 3 X TRESTLE TABLE AND CHAIRS:			
<ul style="list-style-type: none">• 3 seater sofa• 2 seater sofa• 1 seater sofa• Coffee Table• 2x2m loose rug• 1 x dining tables• 4 x chairs	1		
ROBING ROOM 3 X SETS OF SOFT SEATING AND 3 X TRESTLE TABLE AND CHAIRS:			
SET 1: <ul style="list-style-type: none">• 3 seater sofa• 2 seater sofa• 1 seater sofa	1		



PRICING SCHEDULE

<ul style="list-style-type: none"> • Coffee Table • 2x2m loose rug <p>SET 2:</p> <ul style="list-style-type: none"> • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug <p>SET 3:</p> <ul style="list-style-type: none"> • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug • 3 x dining tables • 12 x chairs • Bar fridge 			
<p>COMMITTEE ROOM 1: 1 X SETS OF SOFT SEATING AND 2 X TRESTLE TABLE AND CHAIRS:</p>			
<p>SET 1:</p> <ul style="list-style-type: none"> • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug • 2 x dining tables • 8 x chairs • Bar Fridge 	1		
<p>COMMITTEE ROOM 2: 1 X SETS OF SOFT SEATING AND 2 X TRESTLE TABLE AND CHAIRS:</p>			
<p>SET 1:</p> <ul style="list-style-type: none"> • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug • 2 x dining tables • 8 x chairs 	1		



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PRICING SCHEDULE

• Bar fridge			
COMMITTEE ROOM 3: 1 X SETS OF SOFT SEATING AND 2 X TRESTLE TABLE AND CHAIRS:			
SET 1: • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug • 2 x dining tables • 8 x chairs • Bar Fridge	1		
COMMITTEE ROOM 4: 1 X SETS OF SOFT SEATING AND 2 X TRESTLE TABLE AND CHAIRS: • 3 seater sofa • 2 seater sofa • 1 seater sofa • Coffee Table • 2x2m loose rug • 2 x dining tables • 8 x chairs • Bar Fridge			
OLD COUNCIL LIBRARY (CIGAR LOUNGE) • 2 x dining tables • 8 x chairs • Bar fridge	1		
MAIN HALL STAGE:			
• 2 seater tables	5		
• High back full leather Ergonomic executive chairs	10		
• Lay of red carpet tiles	210m ²		
• Ceremonial flag poles	2		
• Stage to be covered with black draping, 2m high	30m		
(VOC ROOM)			
• 8 seater trestle tables;	3		
• 3 x Sets of Soft Seating (incl. 1 x 3 seater and 1 x	1		



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PRICING SCHEDULE

<p>2 seater)</p> <p>AREA C: GRANDE PARADE:</p> <p>1. MEDIA MARQUEE:</p> <p>MARQUEE: GRANDE PARADE, CAPE TOWN (Hire for 3 days) (7 TO 10 FEBRUARY 2023)</p> <p>25m X 25m O open sided stretch Marquee tent with 1m allowance around. 2x Double Glass Doors 4x Fluorescent Lights Beige Carpet Tiles Flooring: Wooden flooring and carpet (625m²) 15 x Fluorescent lighting 44Kva Generator – 3 Days 20 x 9 kg Fire Extinguishers 6 x Air conditioning for marquee: Heating and cooling system 60 000 BTU's. 30x Concrete Blocks Certificate of compliance</p>	1		
<p>AREA C: GARDE PARARE:</p> <p>2. MEDIA MARQUEE FURNITURE:</p> <p>7 X SETS OF SOFT SEATINGS AND 10 X TRESTLE TABLE AND 60 CHAIRS:</p> <p>8x sets of New York Triple Seater Couch – BISCUIT (3 Seater, 2 seater and 1 seater = SET) Side Table: 8x Wire Side Table - WHITE Coffee Tables: 2x Wire Coffee Table – WHITE</p> <p>2x Sets of New York Triple Seater Couch – WHITE (SET = 3 Seater, 2 seater and 1 seater) Pot Plants: 4x Large White Pots incl. Greenery Plant Workstations: 10x Trestle Table 2.4mx1mx750mm 50x Libby Chair – WHITE 2x Bar Fridge 1x Black Mesh Bin</p> <ul style="list-style-type: none"> • 7 x(2x2m) loose rug 	1		



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PRICING SCHEDULE

<p>AREA C: GARDE PARARE:</p> <p>1. KITCHEN MARQUEE:</p> <p>15x15m O open sided stretch Marquee tent with 1m allowance around. 2x Double Glass Doors 4x Fluorescent Lights Beige Carpet Tiles Flooring: Wooden flooring and carpet (225m²) 15 x Fluorescent lighting 20 x 9 kg Fire Extinguishers 30x Concrete Blocks Certificate of compliance 15x Trestle Table 2.4mx1mx750mm 100x Chairs with covers 15x Full Length Tablecloth</p>	1		
<p>AREA C: GARDE PARARE:</p> <p>2. VIP TRAILOR TOILETS</p> <p>Double VIP toilets with tissue holder, soap dispenser and mirror.</p> <p>Price to include delivery of toilets to site and daily servicing.</p> <p>DURATION: Delivery Tuesday 7 February 2023, Collection, Friday 10 February 2023</p> <p>Service toilets daily form (8 to 9 February 2023)</p>	5		
<p>AREA D: NEUWMEESTER:</p> <p>DURATION: HAND OVER: MONDAY 6 FEBRUARY 2023</p> <p>DISMANTLE: THURSDAY 17 FEBRUARY 2023 at 19:00</p>			
<p>15m X 15m Marquee</p>	2		
<ul style="list-style-type: none"> Flooring carpeting 			
<ul style="list-style-type: none"> Air conditioning for marquee: Heating and cooling system 60 000 BTU's. 	1		
<ul style="list-style-type: none"> 50Kva Generator 	1		
<ul style="list-style-type: none"> Fluorescent lighting 	2		
<ul style="list-style-type: none"> Fire Extinguishers - 9 kg 	7		
<ul style="list-style-type: none"> 10m X 5m Black Marquee 	1		



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PRICING SCHEDULE

• Flooring (100 sqm)	1		
• Fluorescent lighting	2		
• Fire Extinguishers - 9 kg	7		
• 5m x 5m Marquee	1		
• Flooring (100 sqm)	1		
• Fluorescent lighting	2		
• Fire Extinguishers - 9 kg	7		
All marquees issued with Certificate of compliance	4		
AREA D: NEUWMEESTER: NEUWMEESTER: ROELAND STREET			
Double VIP toilets with tissue holder, soap dispenser and mirror. Price to include delivery of toilets to site.			
DURATION: Delivery: Sunday 5 February 2023, Collection: Thursday 17 February 2023 @ 19h00 (Service toilets daily from (7 to 16 February 2023)			
	2		
NEUWMEESTER: ROELAND STREET			
Disable VIP toilets with tissue holder, soap dispenser and mirror. Price to include delivery of toilets to site.			
DURATION: Delivery: Monday 6 February 2023, Collection: Thursday 17 February 2023 @ 19h00 (Service toilets daily from (7 to 16 February 2023)			
	1		
VAT 15% (If VAT Vendor)			R
TOTAL OFFER (TO BE CARRIED OVER TO THE PA32)			R
TOTAL OFFER AMOUNT IN WORDS (Including VAT if applicable):			
NB: In the event the amount in words differ to the amount in figures, the amount in words takes precedence			



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TENDER CPT.....

RETURNABLE DOCUMENTS

AND

TERMS OF REFERENCE FOR THE

APPOINTMENT OF A SERVICE PROVIDER

FOR THE

***CAPE TOWN: STATE OF THE NATION ADDRESS 2023: CITY HALL
AND GRAND PARADE: PROVISION OF TEMPORARY
INFRASTRUCTURE: OPERATIONAL AND STRUCTURAL
REQUIREMENTS: MARQUEES, TENTS AND FURNITURE***

CAPE TOWN: STATE OF THE NATION ADDRESS 2023: CITY HALL AND GRAND PARADE: PROVISION OF TEMPORARY INFRASTRUCTURE: OPERATIONAL AND STRUCTURAL REQUIREMENTS: MARQUEES, TENTS AND FURNITURE

1. INTRODUCTION

The Department of Public Works and Infrastructure (DPWI) invites bids for the hiring of Marquees, and VIP furniture for a duration of few days as stated in the pricing schedule for the State of the Nation Event in February 2023.

2. DELIVERY PERIOD

The contract period will be for a duration of less than 2 weeks, as stipulated on the pricing schedule.

3. SUBMISSION OF REQUIREMENTS

- 3.1 Bidders must be registered on Government's new Central Supplier Data Base (CSD).
- 3.2 Bidders must attach documentary proof (screen print) of their registration to their tender at the time of submitting.

4. SCOPE OF SERVICES TO BE RENDERED

- 4.1 The provision, supply of Marquees for a duration stated on the pricing schedule.
- 4.2 The provision and supply of VIP furniture for a duration stated on the pricing schedule

5. UNCERTAINTY ABOUT SCOPE OF WORK

- 5.1 All enquiries about the scope of work will ONLY be addressed in writing. No telephonic or personal interviews will be granted. This is to preclude any perceived or otherwise from favouritism.

6. SERVICE PROVIDER REQUIREMENT AS FOLLOWS:

A. MARQUEES:

1. Marquees shall be installed and handed over on Tuesday 7 February 2023 at Grande Parade
2. Marquees shall be installed and handed over on Sunday 5 February 2023 at Neuwmeester.
3. VIP furniture shall be delivered and placed in position as per the dates listed on the pricing schedule.

7 SECURITY CLEARANCE

- 7.1 The successful bidder and employees will be subjected to a security screening, if not cleared your tender or quotation will automatically be cancelled and disqualified.
- 7.2 If any of the bidder's employees are not security cleared, they will not be allowed access to the Parliamentary Precinct or any NDPW properties.
- 7.3 No foreign nationals will be granted access or allowed at these buildings.

8 PRICING

- 8.1 Bidders must transfer tender/bidder's amount from pricing schedule to PA 32 (form of offer) which must be submitted together with the bid documents.
- 8.2 The price per unit as quoted shall remain fixed for the entire duration of the contract. It is expected that bidders will cover cost of risk of price escalations in the composition of the pricing structure.
- 8.3 All units to be exclusive of VAT and including delivery costs.
- 8.4 VAT to be calculated separately and added to the sub-total on the Pricing Schedule on page 7 of this document.

9 SERVICE LEVEL AGREEMENT

- 9.1 SLA will be signed with the successful service provider addressing delivery times from the date of placed order to the collection of vases etc.
- 9.2 SLA will also deal with issues of quality, professionalism, adherence to security clearance etc.

10 ABSENCE OF OBLIGATION

- 10.1 No legal or other obligation shall arise between bidders and the Department unless and until a formal appointment documentation has been signed. The Department is not obligated to proceed with any proposals of any bidder.

11 OTHER

Enquiries can be directed as follows:

Bid enquiries

Ms Zukiswa Nomnqa

Tel: (021) 402 2151

Email: Zukiswa.nomnqa@dpw.gov.za

Specification Enquiries

Mr L Rasmeni

Tel: (021) 402 2218

Fax: (021) 402 2038

Email: Luvuyo.rasmeni@dpw.gov.za

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

Project title:	CAPE TOWN: STATE OF THE NATION ADDRESS 2023: CITY HALL AND GRAND PARADE: PROVISION OF TEMPORARY INFRASTRUCTURE: OPERATIONAL AND STRUCTURAL REQUIREMENTS: MARQUEES, TENTS AND FURNITURE		
Tender / quotation no:		Closing date:	
Advertising date:		Validity period:	60 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						
6						
7						
8						

Tender no: **CPTSC 02/2022**

1.2. Completed projects

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

Name of Tenderer	
	Date

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:

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

_____ (Project description as per Bid / Tender Document)

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

2. *Mr/Mrs/Ms: _____

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

and who will sign as follows: _____

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

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

17			
18			
19			
20			

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

Note:

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

ENTERPRISE STAMP

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

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

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

Held at _____ (place)

on _____ (date)

RESOLVED that:

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

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

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

(Project description as per Bid /Tender Document)

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

2. *Mr/Mrs/Ms: _____

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

and who will sign as follows: _____

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

3. The Enterprise accepts joint and several liability with the parties listed under item 1 above for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Department in respect of the project described under item 1 above.

4. The Enterprise chooses as its *domicilium citandi et executandi* for all purposes arising from this joint venture agreement and the Contract with the Department in respect of the project under item 1 above:

Physical address: _____

_____ (code)



PA-15.2: Resolution of Board of Directors to enter into Consortia or Joint Ventures

Postal Address: _____

 _____ (code)

Telephone number: _____

Fax number: _____

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

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

Note:

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

ENTERPRISE STAMP



PA-15.3: SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

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

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Held at _____ *(place)*

on _____ *(date)*

RESOLVED that:

RESOLVED that:

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

(Project description as per Bid /Tender Document)

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

PA-15.3: Special Resolution of Consortia or Joint Ventures

B. *Mr/Mrs/Ms: _____

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

and who will sign as follows: _____

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

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

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

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

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

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

Physical address: _____

_____ (Postal code) _____

Postal Address: _____

_____ (Postal code) _____

Telephone number: _____

Fax number: _____

PA16: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

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

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

1. GENERAL CONDITIONS

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

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

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

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

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

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

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

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

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

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

- 1.7 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.
- 1.8 CERTIFICATES ISSUED BY IRBA AND ACCOUNTING OFFICER HAVE BEEN DISCONTINUED; HOWEVER VALID CERTIFICATES ALREADY ISSUED BEFORE 01 JANUARY 2017 MAY BE USED UNTIL THEY PHASE OUT COMPLETELY BY DECEMBER 2017

2. DEFINITIONS

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

P_{min} = Comparative price of lowest acceptable bid

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

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

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

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

6. BID DECLARATION

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

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

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

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

8 SUB-CONTRACTING (relates to 5.5)

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

8.1.1 If yes, indicate:

- (i) what percentage of the contract will be subcontracted?%
- (ii) the name of the sub-contractor?
- (iii) the B-BBEE status level of the sub-contractor?
- (iv) whether the sub-contractor is an EME/ a QSE YES / NO (delete which is not applicable)

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

9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm

9.2 VAT registration number

9.3 Company registration number

- 9.4 TYPE OF COMPANY/ FIRM
- Partnership/Joint Venture / Consortium
 - One person business/sole propriety
 - Close corporation
 - Company
 - (Pty) Limited

[TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

9.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

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

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate/ Sworn Affidavit, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;
- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) Disqualify the person from the bidding process;
 - (b) Recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) Cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution

WITNESSES:

- 1.
- 2.

.....

SIGNATURE(S) OF BIDDER(S)

DATE:..... ADDRESS:.....

.....



PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

Name of Tenderer EME¹ QSE² Non EME/QSE (tick applicable box)

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

Name and Surname #	Identity/ Passport number and Citizenship##	Percentage owned	Black	Indicate if youth	Indicate if woman	Indicate if person with disability	Indicate if living in Rural (R) / Under Developed Area (UD) / Township (T) / Urban (U).	Indicate if military veteran
1.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No
12.		%	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> R <input type="checkbox"/> UD <input type="checkbox"/> T <input type="checkbox"/> U	<input type="checkbox"/> Yes <input type="checkbox"/> No

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

¹ EME: Exempted Micro Enterprise

² QSE: Qualifying Small Business Enterprise

PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

2. DECLARATION:

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

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

Signed by the Tenderer

Name of representative	Signature
	Date



QUALITY TEMPLATE – QP-002

The bidder must forward this standard template to the referees to complete and must be attached to the tender document when submitting on closing date.

Name of Bidder:

		Client (Bidders Client)
Project Name (Completed by the bidder)	Project Value	Project Execution Date

RATINGS					
	5 Excellent	4 Good	3 Satisfactorily	2 Average	1 Poor
1. Did the company provide events infrastructure such as Marquees Tents and VIP furniture?					
QUALITY: What was the quality standard of Marquees and furniture? Would you recommend this company to other clients?					

Notes:	STAMP (Bidder's Client Stamp)
Name and Surname	
Signature	