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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 that the offer in words is valid amount. Invalid amount will be deemed as non-response.
- 5. No late, incomplete or quotations with correctional fluid will be accepted.
- 6. Delivery address is the Quotation 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 and inability to meet delivery times will render the purchase order to be cancel. 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. In the event that one or more bidders are equal in all respects the award will be decided by drawing of lots.
- 14. A None Compulsory Site Briefing on 24 / 08 / 2023 at 11:00 at Simonstown, Erf 640, Old Red Hill Road (Next to Military Police Building) both sites will be discussed.

15. SITE INSPECTION

IMPORTANT:

Viewing of the site prior to submitting a bid is the responsibility of the Bidder to ensure an accurate bid offer based on the scope of work and size of the Erf.

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.
- 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.
- 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-03 (GS): NOTICE AND INVITATION FOR QUOTATION

THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE INVITES BIDDERS FOR THE PROVISION OF THE BELOW GOODS AND SERVICES

Quotation description: SIMONSTOWN ERF 640 OLD RED HILL ROAD (ONCE - OFF SERVICE PLOT MAINTENANCE IN CAPE TOWN AT 104 & 106 DARLING STR (THREE "3" SERVICES) ON VACANT STATE PROPERTIES										
Quote no:	RFQ400H23049	Closing date:	28 / 08 / 2023							
Closing time:	11:00am	Validity period:	30 days							

1. RESPONSIVENESS CRITERIA

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

1	\boxtimes	Only those tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.
2		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	\boxtimes	All parts of tender documents submitted must be fully completed in ink and signed where required
4	\boxtimes	Use of correction fluid is prohibited.
5	\boxtimes	Submission of PA-32: Invitation to Bid
6		Submission of record of attending compulsory briefing session. insert motivation why the tender clarification meeting is declared compulsory
7		Registration on National Treasury's Central Supplier Database.
8		Submission of duly completed PA-32. Grand total on Pricing schedule to be carried over to the PA32, failure to do so will result to the quotation being disqualified. Pricing Schedule must be duly completed.
9	\boxtimes	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).
10	\boxtimes	A non - compulsory site briefing will be held
11		
12		

1.2. 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.

	Any correction to be initialled by the person authorised to sign the tender documentation as per
1	PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of
	Consortia or JV's .

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

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2		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	\boxtimes	Submission of (PA-11): Bidder's disclosure.
4	\boxtimes	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
5	\boxtimes	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		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		
8		
9		
10		

1.3. 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	Submission of (PA-16): Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022
2	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

- 2. 80/20 POINTS SCORING SYSTEM WILL BE APPLICABLE FOR THIS BID
- 3. METHOD TO BE USED TO CALCULATE POINTS FOR SPECIFIC GOALS
- 3.1. 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	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	2	Official Municipal Rates Statement which is in the name of the bidder. Or
	(Mandatory)		Any account or statement which is in the name of the bidder. Or

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Total Control of the			 Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. Or 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	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	 SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. and Medical Certificate indicating that the disability is permanent. Or South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. Or National Council for Persons with Physical Disability in South Africa registration (NCPPDSA).
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

4. COLLECTION OF QUOTATION DOCUMENTS:

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

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

The taxes of the successful service provider must be in order, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations.

Ш	Quotation documents may be collected during working hours on <i>insert date</i> at the following address <i>insert physical address insert postal code</i> .
\boxtimes	A <i>non-compulsory</i> pre-bid meeting with representatives of the Department of Public Works and Infrastructure will take place at <i>Simonstown, Erf 640, Old Red Hill Road(Next to</i>
Mil	itary Police Building)
on	24 / 08 / 2023 starting at 11:00am



5. ENQUIRIES

5.1. Technical enquiries may be addressed to:

DPWI Project Manager	Mr. Mae Jantjies	Telephone no:	
Cellular phone no	(079) 872 8631	Fax no:	
E-mail	mae.jantjies@dpw.gov.za	•	•
5.2. SCM enquiries may be	addressed to:		
SCM Official	Mr. Songezile Hobongwana	Telephone no:	(021) 402 2077
Cellular phone no		Fax no:	
E-mail	songezile.hobongwana@dpw.gov.z	za	

6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is 11:00am on 28 / 08 / 2023.

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

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

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

QUOTATION DOCUMENTS MAY BE DROPPED AT:		QUOTATION DOCUMENT MAY BE EMAILED TO:
GROUND FLOOR QUOTATION BOX, CUSTOMS HOUSE		CPT.Quotations@dpw.gov.za
DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE		
OR	OR	
QUOTATION DOCUMENTS MAY BE POSTED TO: insert postal code	***************************************	

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PA 32: INVITATION TO BID PART A

YOU ARE HERE	BY INVITED TO BID FOR	REQUIREMENTS	OF THE	(NAME OF DEP)	ARTMENT/ PUBI	LIC ENTITY) ·	ni a accept i bedanin ila sabil
BID NUMBER:	RFQ400H23049	CLOSING D		28 / 08 / 202	1.40	ING TIME:	11:00am
	SIMONSTOWN E						
	MAINTENANCE				106 DARL	ING STRI	EET (THREE "3"
DESCRIPTION	SERVICES) ON V		-0.7%;X:0-4,W;Y:0-3;;X:0-40	NAMES AND ASSOCIATION OF THE PARTY OF THE PA			
THE SUCCESSF	UL BIDDER WILL BE REC	QUIRED TO FILL I	N AND S	IGN A WRITTEN	CONTRACT FO	ORM (DPW04.	1 GS or DPW04.2 GS).
	DOCUMENTS MAY BE AT (STREET ADDRESS)	DEPOSITED IN T	HE BID				
GROUND FI	OOR: PUBLIC CU	STOMES HO	USE P	UBLIC WO	RKS	,	
CPT.Quotatio	ons@dpw.gov.za DC	NOT RETU	RN TO	THE SEND	ER PLEASE	Ì	***************************************
OR POSTED TO:							
	and the second s						
SUPPLIER INFO	RMATION	T					
NAME OF BIDDE	R						(MARKALA)
POSTAL ADDRES	SS			WWW.		***	
STREET ADDRES	SS						APPINGS 1
TELEPHONE NU	MBER	CODE			NUMBER		
CELLPHONE NU	MBER						
FACSIMILE NUM	BER	CODE			NUMBER		WARRIER
E-MAIL ADDRES	S						
VAT REGISTRAT	ION NUMBER			40000	•		
		TCS PIN:		OR	CSD No:		
SIGNATURE OF	BIDDER ER WHICH THIS BID IS			. DATE			· · · · · · · · · · · · · · · · · · ·
	proof of authority to						
sign this bid; e.g		MARKET MARKET					
directors, etc.)	*****	***************************************					a Production
		<u> </u>		====			·
TOTAL NUMBER	OF ITEMS OFFERED				L BID PRICE (1/ ICABLE TAXES		
	DURE ENQUIRIES MAY E	BE DIRECTED TO	Sugarata di		FORMATION M	<i>_</i>	TED TO:
DEPARTMENT/ P	UBLIC ENTITY			CONTACT PER	3 to 1 to		Committee of the commit

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

CONTACT PERSON

TELEPHONE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS

- 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).

TELEPHONE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS

PA-32: Invitation to Bid

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. TAX COMPLIANCE REQUIREMENTS 2. 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 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. 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. BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID. IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER. 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
IF TI	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? HE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND EVE.	

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.

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



SPECIFICATIONS FOR PLOT CLEARING & PLOT MAINTENANCES STATE PROPERTIES – ON REQUEST BY THE DEPARTMENT

1. <u>DESCRIPTION OF SERVICES</u>

1ST SITE

: SIMONSTOWN ERF 640, OLD RED HILL ROAD

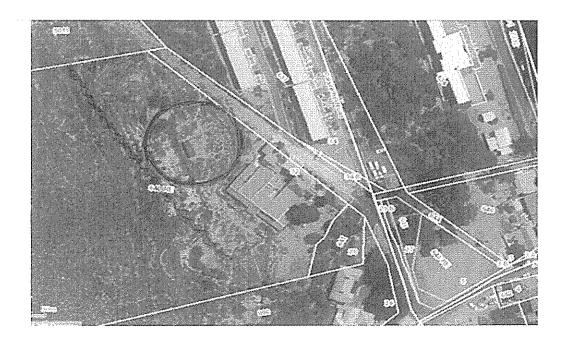
NEXT TO MILITARY SITE.

COMPLAINT NO. :

SERVICES

: ONCE OFF PLOT CLEARING &

THREE (3) PLOT MAINTENANCE SERVICES.



2A. SCOPE OF SERVICE - (SIMONSTOWN SITE)

- Removal of unwanted waste materials (inside and outside the houses) highly hazardous (apply OHS chemicals during operations).
- Create a firebreak (cut all alien vegetation) around the building site from the road verges, next to the military building and 20m at the back of the building structure. (Apply stump treatment with suitable herbicide poison substances).
- · Remove all cutting waste materials from site immediately.

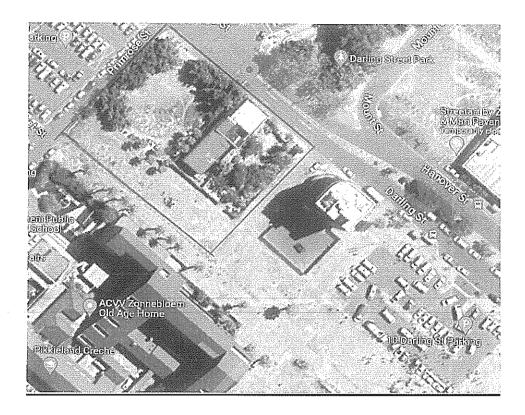
2ND SITE

: CAPE TOWN No's.104 & 106 DARLING

STREET

SERVICES

: THREE (3) PLOT MAINTENANCE SERVICES



2B. <u>SCOPE OF SERVICE – (106 DARLING STREET C/TOWN)</u>

- Removal of unwanted waste materials (inside and outside the houses) highly hazardous (apply OHS chemicals during operations).
- Removal of weeds from hard surface, drive ways, court yards and apply appropriate weed-killer herbicide)
- Pruning branches and lifting of trees to improve visibility of the building structures.
- Remove all cutting waste materials from site immediately.

None Compulsory Site Briefing on 2023/08/24 at 11:00 at Simonstown, Erf 640, Old Red Hill Road (Next to Military Police Building) both sites will be discussed.

3. GENERAL CONDITIONS

- 3.1 The Contractor shall provide all materials, labour and equipment deemed necessary
- 3.2 Staff must be overseen at all times by a supervisor with suitable Horticultural knowledge. Staff may not enter any area which is not clearly work-related.
- 3.3 Service providers should note that service offered must be in strict conformity with the relevant specifications.
- 3.4 Any quotation submitted shall remain valid, irrevocable and open for acceptance by the Department for a period of 30 days from the closing date.

4.1 OBSERVANCE OF LAWS AND REGULATIONS

- 4.1.1 The service provider shall secure all permits and licenses imposed by law and ordinance, pay all charges and fees, and give all notices necessary and incidental to the due and lawful prosecution of the work regarding the obstruction of streets and driveways, maintaining signals and open passageways, and protecting the same where exposed.
- 4.1.1.1 **Hours of Work:** The service provider shall perform the work during weekdays and within operating hours 08:00 till 16:00 unless requested by a Departmental official to deviate.
- 4.1.1.2 **Equipment:** The service provider is responsible for providing, maintaining & transporting all necessary equipment in connection with the program of plot clearing described in this Agreement. All other tools and supplies necessary for performing the work required by this Agreement will be provided by the service provider.
- 4.1.1.3 Obstruction of Streets and Right-of-Ways: The service provider will arrange to keep sidewalks open for traffic whenever possible and will block portions of streets only when deemed necessary to protect private property. Warning signs and barricades shall be furnished and erected by the service provider when warranted. It is the service provider's responsibility to remove all surplus material and debris from streets as work progresses in order that the public will have adequate use of the affected streets.
- 4.1.1.4 The service provider shall have in its employ, or under its control, sufficient qualified and competent personnel to perform work promptly and in accordance with a schedule or work program, as approved by the Departmental official.
- 4.1.1.5 The service provider shall employ only such workers as are skilled in the tasks to which they are assigned. Workers shall act appropriately and professionally at all times. Offensive language, gestures or actions while in this facility are not acceptable. The Department may require the service provider not to assign any employee the Department deems

incompetent, careless, insubordinate, or otherwise objectionable to work on these premises.

4.2 SAFETY STANDARDS

- 4.2.1 The service provider's employees shall follow all applicable safety standards including operating all equipment in conformance with the manufacturer's operating instructions for each, and in compliance with OHSA standards and requirements.
 - 4.2.2 Precaution shall be exercised at all times for the protection of persons, (including employees) and property. The safety provisions of applicable laws, building and construction codes shall be observed. Machinery, equipment and all hazards shall be guarded or eliminated in accordance with applicable safety provisions.

5. SITE INSPECTION

IMPORTANT:

Viewing of the site prior to submitting a bid is the responsibility of the Bidder to ensure an accurate bid offer based on the scope of work and size of the Erf.

The Department official will, at he's discretion, conduct site inspections before, during, and after each service to evaluate the quality, and completion of the work performed.

6. FAILURE TO COMPLY WITH CONDITIONS & DELAYED EXECUTION

- 6.1 The department without prejudice to its other rights shall be entitled to cancel an offer:
 - (a) if the service provider fails to deliver any or all of the services within the period(s) specified in the specifications, or within any extension thereof granted by the department;
 - (b) if the service provider fails to perform any other obligation(s) under the contract; or
 - (c) if the supplier, in the judgment of the department, has engaged in corrupt or fraudulent practices in competing for or in executing the service.

7. OTHER

Administration/SCM Enquiries : Erica Ventura

Tel: (021) 402 2078

Email: Erica.venture@dpw.gov.za

Nonqaba Mdingi Tel: (021) 402 2037

Email: Nonqaba.mdingi@dpw.gov.za

Technical Enquiries : Mr. MAE Jantjies

Email: mae.jantjies@dpw.gov.za

Mobile: 079 872 8631

Mr. S.D Maesela Mobile: 076 424 3077

Email: Sekome.maesela@dpw.gov.za

Ms. E Bessick

Email: Elizabeth.bessick@dpw,gov.za

Mobile: 082 852 5263

Office number Tel: (021) 402 2402/7



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) EXAMPLE: (Quantity multiplied by the unit price to get total unit price excluding VAT)	QUANTITY	UNIT PRICE (per one item / each) EXCLUDING VAT	TOTAL UNIT PRICE FOR THE FULL QUANTITY REQUIRED EXCLUDING VAT
BLACK PENS	6	R2.00 Each EXCLUDIN G VAT	R12.00 EXCLUDING VAT
Simonstown Erf 640 Plot Clearing	Once Off service	R	R
Simonstown Erf 640 Plot Maintenance	Three (3) services	R	R
Cape Town 104 & 106 Darling Street - Plot Maintenance	Three (3) Services	R	R
VAT 15% (If VAT Vendor)			R
TOTAL OFFER (TO BE CARRIED OVER TO THE PA32)	R		

NB: FAILURE TO TRANSFER TOTAL OFFER FROM PRICING SCHEDULE TO PA 32 WILL RESULT TO ELIMINATION



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
<u> </u>		
and the first of the second of		
NAMES OF THE PROPERTY OF THE P		and and a share of a s

⁽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.

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". Page 1 of 3 For External Use Effective date 5 July 2022 Version: 2022/03



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



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).

igotimes The applicable preference point system for this tender is the 80/20 preference point system.
$\hfill\Box$ 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:

•	80/20
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

 \boxtimes

Serial No		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	 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	2	Official Municipal Rates Statement which is in the name of the bidder.
	rendered in that area (Mandatory)		Or
			 Any account or statement which is in the name of the bidder.
			Or
			 Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.
STEPOCHER P. P.			Or
-			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	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	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.

			and
Total Control			Medical Certificate indicating that the disability is permanent.
Total Control of the			Or
			South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.
			Or
			National Council for Persons with Physical Disability in South Africa registration (NCPPDSA).
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	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

 \boxtimes

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	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	Official Municipal Rates Statement which is in the name of the bidder. Or

To common the common terms of the common terms			Any account or statement which is in the name of the bidder. Or
			 Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.
***************************************			 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	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	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
***************************************			and
A del consta			Medical Certificate indicating that the disability is permanent.
	·		Or
			South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.
			Or
***************************************			National Council for Persons with Physical Disability in South Africa registration (NCPPDSA).

5.	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
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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	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	2	Official Municipal Rates Statement which is in the name of the bidder. Or
	rendered in that area (Mandatory)	70000	
			Any account or statement which is in the name of the bidder.
			Or
			Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.
Y Yor and the control of the control			Or
·			Lease Agreement which is in the name of the bidder.

			.,	
3	3.	An EME or QSE or any entity which is at least 51% owned by black women (mandatory)	2	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
4	1. 🛚	An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)	2	SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
1.01000	***			and
				Medical Certificate indicating that the disability is permanent.
				Or
7000	· Vervier.			South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.
			•	Or
				National Council for Persons with Physical Disability in South Africa registration (NCPPDSA).
O	OR			
5.	. 🛛	An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)	2	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:

$$Ps = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$
 or $Ps = 90\left(1 - \frac{Pt - Pmin}{Pmin}\right)$

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:

$$Ps = 80\left(1 + rac{Pt-P\,max}{P\,max}
ight)$$
 or $Ps = 90\left(1 + rac{Pt-P\,max}{P\,max}
ight)$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

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 (80/20 system) (To be completed by the organ of state)	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	10	

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
 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	
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	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	
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	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3.	Name of company/firm
	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;
 - 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.

	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:	
DATE:	
ADDRESS:	



PA-40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

Tender no: RFQ400H23049

Name of Tenderer	Name of Tenderer					EME' 🗌 QSE ² [□ EME¹ □ QSE² □ Non EME/QSE (tick applicable box)	licable box)
1. LIST ALL PROP	LIST ALL PROPRIETORS, MEMBERS OR SHAREHOLDERS BY NAME, IDENTITY NUMBER, CITIZENSHIP AND DESIGNATED GROUPS.	R SHAREHOLD	ERS BY NAME, II	DENTITY NUMBER	R, CITIZENSHIP #	AND DESIGNATE	D 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.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
2.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ R □ UD □ T □ U	☐ Yes ☐ No
3.		%	□ Yes □ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
4.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
5.		%	□ Yes □ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
.9	one of the second	%	□ Yes □ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	□ Yes □ No
7.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
8.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
.6		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
10.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		☐ Yes ☐ No
11.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R □ UD □T □ U	☐ Yes ☐ No
12.	organization and the second and the	%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□R□UD□T□U	☐ Yes ☐ 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

Tender no: RFQ400H23049

2. DECLARATION:

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

- The information and particulars contained in this Affidavit are true and correct in all respects;
- Procurement Regulations, 2017, National Small Business Act 102 of 1996 as amended and all documents pertaining to this Tender were studied and understood The Broad-based Black Economic Empowerment Act, 2003 (Act 53 of 2003), Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), the Preferential and that the above form was completed according to the definitions and information contained in said documents; N
 - 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 ന
- 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;
 - 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; S

Signed by the Tenderer

Date
Signature
Name of representative