

PA-06.1: BID ADVERTISEMENT – TENDER BULLETIN FOR 80/20 POINT SCORING SYSTEM

CATEGORY: *Select category*

Description:	Required at: (Town Name)	Bid No:	Closing:	Bids obtainable from:	Post or deliver bids to:																								
SERVICE DESCRIPTION: SUPPLY DELIVER, INSTALLATION, MONTHLY SERVICING AND REFILLING OF AUTOMATED HAND SANITIZERS, AUTOMATED HAND SOAP DISPENSERS AND FREESTANDING HAND SANITIZERS FOR 7 MONTHS (MONTH TO MONTH) This bid will be evaluated in terms of the 80/20 scoring system. This bid includes functionality which will be scored out of 100. Bidders must obtain a minimum of _____ to be considered for further evaluation (price and preference) <table border="1"> <tr> <td>Price</td> <td>80</td> </tr> <tr> <td>Number of Points</td> <td>20</td> </tr> </table> Subject to sub-regulation 6 (2) points must be awarded to a tenderer for attaining the B-BBEE status level of contributor in accordance with the table below. <table border="1"> <thead> <tr> <th>B-BBEE status level of contributor</th> <th>Number of points</th> </tr> </thead> <tbody> <tr><td>1</td><td>20</td></tr> <tr><td>2</td><td>18</td></tr> <tr><td>3</td><td>14</td></tr> <tr><td>4</td><td>12</td></tr> <tr><td>5</td><td>8</td></tr> <tr><td>6</td><td>6</td></tr> <tr><td>7</td><td>4</td></tr> <tr><td>8</td><td>2</td></tr> <tr><td>Non-complaint contributor</td><td>0</td></tr> </tbody> </table> The points scored by a tenderer in respect of the level of BBEE contribution contemplated in sub-regulation 6 (2) will be added to the points scored for price as calculated in accordance with sub-regulation 6 (1) of PPPFA regulations of 2017. Select on the dd/mm/yyyy at hh:mm Prospective bidders / tenderers to meet at <i>insert place</i> NOTE: Documents will be sold at a non-refundable deposit of R CASH per set. Contact for Bid information: S. Dyani 021 402 2096 General Enquiries: RYAN.OLIVER 07274446888	Price	80	Number of Points	20	B-BBEE status level of contributor	Number of points	1	20	2	18	3	14	4	12	5	8	6	6	7	4	8	2	Non-complaint contributor	0	CAPE TOWN	200H/2/2025	18/09/2025 @ 11H00	Quotation Office Room 942 Customs House Cape Town AND Department's website	POST: Attention: Quotation Office: Room 942 Department of Public Works, Private Bag X9027, Cape Town POSTED QUOTATIONS MUST BE RECEIVED PRIOR CLOSING DATE AND TIME AT 11H00 BY THE DEPARTMENT HAND DELIVER: Tender Box, Main Entrance: Ground Floor, Customs House, CT
Price	80																												
Number of Points	20																												
B-BBEE status level of contributor	Number of points																												
1	20																												
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6	6																												
7	4																												
8	2																												
Non-complaint contributor	0																												

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: SUPPLY DELIVER, INSTALLATION, MONTHLY SERVICING AND REFILLING OF AUTOMATED HAND SANITIZERS, AUTOMATED HAND SOAP DISPENSERS AND FREESTANDING HAND SANITIZERS FOR 7 MONTHS (MONTH TO MONTH)	
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Quote no: 200H/2/2025	Closing date: 18/09/2025	Validity period: 84 days	Closing time: 11:00
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1. RESPONSIVENESS CRITERIA

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

1	☒	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	☒	All parts of tender documents submitted must be fully completed in ink and signed where required
4	☒	Use of correction fluid is prohibited.
5	☒	Submission of PA-32: Invitation to Bid
6	☐	Submission of record of attending compulsory briefing session.
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.
9	☒	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 and the signature of the delegated person must be appended in the signed resolution letter (where applicable).
10	☐	
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.

1	☐	Any correction to be initiated 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.
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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	☒	Submission of (PA-11): Bidder's disclosure.
4	☒	Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement.
5	☒	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 BBEE 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 - 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. - 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 BBEE 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 BBEE 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 (NCPDSA). • ID Copy and SANAS Accredited BBEE Certificate or Sworn Affidavit where applicable.	
5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	• ID Copy and SANAS Accredited BBEE 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.

☐ Quotation documents may be collected during working hours on **insert date** at the following address **insert physical address insert postal code**.

☐ A **non-compulsory** pre-bid meeting with representatives of the Department of Public Works and Infrastructure will take place at _____ on _____ starting at _____.

5. ENQUIRIES

5.1. Technical enquiries may be addressed to:

DPWI Project Manager			RYAN OLIVER	Telephone no:	
Cellular phone no			0727446888	Fax no:	
E-mail			ryan.oliver@dpw.gov.za		
5.2. SCM enquiries may be addressed to:					
SCM Official			Sibongile.Dyani	Telephone no:	021 402 2096
Cellular phone no				Fax no:	
E-mail			Sibongile.Dyan@dpw.gov.za		

6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is **11:00am on 18/09/2025**.
 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: GROUND FLOOR QUOTATION BOX, CUSTOMS HOUSE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE	OR	N/A QUOTATION DOCUMENTS MAY BE POSTED TO :
		N/A QUOTATION DOCUMENT MAY BE EMAILED TO:

PA 32: INVITATION TO BID

PART A

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)			
BID NUMBER:	200H/2/2025	CLOSING DATE:	18/09/2025
		CLOSING TIME:	11H00
DESCRIPTION	SUPPLY DELIVER, INSTALLATION, MONTHLY SERVICING AND REFILLING OF AUTOMATED HAND SANITIZERS, AUTOMATED HAND SOAP DISPENSERS AND FREESTANDING HAND SANITIZERS FOR 7 MONTHS (MONTH TO MONTH)		
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)			
GROUND FLOOR: QUOTATION BOX- CUSTOMES HOUSE PUBLIC WORKS			
DO NOT RETURN TO THE SENDER PLEASE			
OR POSTED TO:			
HAND- DELIVERED: GROUND FLOOR QUOTATION BOX: CUSTOMS HOUSE			
LOWER HEERENGRAHT STREET CAPE TOWN:			
SUPPLIER INFORMATION			
NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER	CODE	NUMBER	
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
	TCS PIN:	OR	CSD No:
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			

TOTAL NUMBER OF ITEMS OFFERED		
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:	TECHNICAL INFORMATION MAY BE DIRECTED TO:	
	TOTAL BID PRICE (ALL APPLICABLE TAXES)	R
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

- BID SUBMISSION:**
 - BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
 - ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
 - BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES).

- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS, TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION.**
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.**
- 2. TAX COMPLIANCE REQUIREMENTS**
- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING, IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
- 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
- 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
- IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.**

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

Note Well:

- a) In respect of non VAT vendors the bidders may not increase the bid price under Section 67(1) of the Value Added Tax Act of 1991 where the relevant transaction would become subject to VAT by reason of the turnover threshold being exceeded and the bidder becomes liable for VAT.
- b) All delivery costs must be included in the bid price, for delivery at the prescribed destination.
- c) The price that appears on this form is the one that will be considered for acceptance as **a firm and final offer.**
- d) The grand total in the pricing schedule(s), inclusive of VAT, attached to the bid offer must correlate and be transferred to this form (PA32). 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.

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

PRICING SCHEDULE

NBI GRAND TOTAL MUST BE CARRIED OVER TO THE BID FORM (PA-32)

Building Name	Unit price excluding VAT	Quantity	Price excluding VAT	Number of months	Sub-Total price excluding VAT
Calculation Example	R10.00	4	R40.00	6	R240.00
• Once-off Supply, delivery, installation and removal of automated soap and hand sanitizer units					
Various sites in Cape Town Region as mentioned below					
NDPW&I: Cape Town Regional Office, Custom's House	R	40	R	6	R
• Monthly servicing of 1 litre automated hand soap dispensers for bathrooms.					
NDPW&I: Cape Town Regional Office, Custom's House	R	40	R	6	R
• Monthly servicing and refilling of 1 litre automated hand sanitizers. (70% alcohol hand sanitizer)					
NDPW&I: Cape Town Regional Office, Custom's House	R	141	R	6	R
120 Plain Street	R	95	R	6	R
Tuynhuys	R	45	R	6	R
Parliamentary Towers	R	45	R	6	R
Groote Schuur Estate	R	25	R	6	R

Building Name	Unit price excluding VAT	Quantity	Price excluding VAT	Number of months	Sub-Total price excluding VAT
Calculation Example	R10.00	4	R40.00	6	R240.00
• Monthly servicing and refilling of 1 litre automated hand sanitizers units. (70% alcohol hand sanitizer)					
Fernwood	R	9	R	6	R
Acacia Park	R	9	R	6	R
Laboria Park	R	3	R	6	R
Pelican Park	R	3	R	6	R
• Monthly servicing and refilling of 1 litre free-standing hand sanitizers units. (70% alcohol hand sanitizer)					
Tuynhuys	R	25	R	6	R
Genadendal	R	5	R	6	R
Highstead	R	5	R	6	R
TOTAL					R
VAT @ 15% (if VAT vendor)					R
GRAND TOTAL					R

NBI FAILURE TO TRANSFER GRAND TOTAL TO BID FORM (PA-32) WILL RESULT IN
ELIMINATION

TERMS OF REFERENCE

1. INVITATION

1.1 The Department of Public Works and Infrastructure, Cape Town Regional Office intends to appoint a service provider with relevant experience to provide the following services.

2. SCOPE OF THE REQUIRED SERVICE

2.1 The successful bidder will be expected to supply and deliver the following:

- 2.1.1 Supply, delivery, installation (once off) of automated hand sanitizer units in various buildings and automated hand soap dispensers in bathrooms.
- 2.1.2 Monthly servicing and refilling of automated hand sanitizers.
- 2.1.3 Monthly servicing and refilling of soap dispensers in bathrooms.
- 2.1.4 Supply, delivery (once off), monthly servicing and refilling of free-standing hand sanitizers.
- 2.1.5 Supply 70% alcohol-based hand sanitizer (adherence to Dept. of Health compliance)

3 CONTRACT PERIOD

3.1 The expected duration of the project is for 6 months on a month-to-month basis. This contract is fixed.

4 PROJECT DELIVERABLES

4.2 Orders must be delivered on time and in full as per the quantity and delivery period specified to the specified address below.

Region	Physical address
• NDPWI: Cape Town Regional Office	Supply, delivery, installation (once off) and monthly servicing of automated hand soap dispensers.
	Customs Building, Heerengracht Street, Foreshore
• NDPWI: Cape Town Regional Office	Supply, deliver, installation (once off) and monthly servicing and refilling of automated hand sanitizers.
	Customs Building, Heerengracht Street, Foreshore
• NDPWI: Cape Town Regional Office	Customs Building, Heerengracht Street, Foreshore
• Tuynhuys	Parliamentary Precinct, Plain Street
• Parliamentary Towers	Plain Street, Cape Town
• Groote Schuur Estate	Klipper Road, Rondebosch

• Fernwood	27 Rhodes Avenue, Kirstenbosch	• Acacia Park	Townsend Street, Acacia Park, Cape Town	• Laboria Park	Parliamentary Village, Belhar	• Pelican Park	Parliamentary Village, Pelican Park	Supply, delivery (once off), monthly servicing and refilling of free-standing hand sanitizers		• Tynhuys	Parliamentary Precinct.	• Genadendal	Groote Schuur Estate, Rondebosch	• Highstead	Groote Schuur Estate, Rondebosch
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4.2 An original invoice and a delivery note stating the official purchase order number, against which the delivery has been affected, must accompany all deliveries.

4.3 Deliveries not complying with the Terms of Reference and quantities as per the official purchase order will be returned to the service provider at their own cost.

4.4 All products must be delivered in a clean and hygienic delivery transport.

5 SPECIAL CONDITIONS

5.1 Should the Supplier fail to deliver in the required timeframe, the Department reserve the right to source items from other service providers and recover any difference in cost from the appointed service provider.

5.2 In case of emergency procurement, service provider should be able to deliver within 24 hours (between 07h30 -16h00-business hours) from receipt of an official purchase.

5.3 Government Procurement General Conditions of contract (GCC) as issued by National Treasury will be applicable on all instances.

6 Basis of Contract

6.1 The general condition of contract of contract (2010 version, issued by National Treasury) as supplemented by terms and condition set out in the terms of reference, shall constitute the basis of the contract between the parties.

6.2 In the event of contradiction between the two documents the Terms of Reference shall prevail.

7 PRICING GUIDELINE AND SCHEDULE

Bidders must read the pricing Guideline in conjunction with the pricing schedule to be completed.

7.1 Notes to Pricing:

7.1.1 Prices quoted must be in South African Rand.

7.1.2 Bidders must quote for all items, or the Bid will result in disqualification.

8 Pricing

- 8.1 Prices must be fixed for the whole duration of the 6-month contract.
- 8.2 All prices quoted must be on a unit basis [i.e. price includes cost per unit to NDPWI], including VAT.
- 8.3 Supply, delivery, installation and removal will be once-off costing.
- 8.4 Transport, refilling and servicing must be included in the unit price of the items required.
- 8.5 Bidders must quote on the exact terms, units of measure and quantity specified (i.e. ensure that if you are pricing a "Unit" or "pack" that your "Unit" or "pack" contains the same quantities as those listed). **Failure to comply with this instruction will disqualify a Bidder from consideration**
- 8.6 When NDPWI refers to a patented products or the name of manufacturer or a certain trademark or brand, it shall only be to indicate the type or quality of products required and not to limit competition to that brand.
- Note:** Quantities provided in the pricing schedule are indicative only, and not a commitment by NDPWI to purchase these quantities over the contract period.
- 9 Billing and payment terms**
- 9.1 Billing must be processed per individual cost centre as provided by NDPWI.
- 9.2 The order number, banking details etc. and account number must appear on all invoices and statements.
- 9.3 NDPWI invoicing and payment terms shall be in accordance with NDPWI Standard Terms and Conditions of Contract.
- 9.4 Bidder will keep a register of units delivered and hand in copy with each delivery and invoice.

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 in 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	Position
.....	
Date	Name of bidder
.....	

This form has been aligned with SBD4

80/20	PRICE
80	SPECIFIC GOALS
20	Total points for Price and Specific Goals
100	

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

1.3.2 Specific Goals

1.3.1 Price; and

1.3 Points for this tender shall be awarded for:

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

(Tick whichever is applicable).

1.2 Preference Points System to be applied

- 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. GENERAL CONDITIONS

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

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.

PA-16: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022



1.5 Breakdown Allocation of Specific Goals Points

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

Table 1

Serial	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 (Mandatory)	2	- Official Municipal Rates Statement which is in the name of the bidder. 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. 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.

1.5.2. For procurement transaction with rand value greater than R1 Million and up to R50 Million (inclusive of all applicable taxes) the specific goals listed in table 2 below are applicable.			
Table 2			
Serial No	Specific Goals	Preference Points Allocated out of 20	Documentation to be submitted by bidders to validate their claim
1.	An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)	10	• 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

5.	An EME or QSE which is at least 51% owned by black youth (Mandatory)	2	• 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 (NCPDPSA). • ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.
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[illegible]

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 BBEE 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 • 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. - Or • Lease Agreement which is in the name of the bidder.

(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,

2. DEFINITIONS

- 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.

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.
	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.
	4. ☐ OR 5. ☐		• 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).
4. ☐	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

- 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:

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

80/20 or 90/10

Where

P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{min} = 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:

$$P_s = 80 \left(1 + \frac{P_{max}}{P_{Pt} - P_{max}} \right) \text{ or } P_s = 90 \left(1 + \frac{P_{max}}{P_{Pt} - P_{max}} \right)$$

80/20 or 90/10

Where

P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration

$$P_{\max} = \text{Price of highest acceptable tender}$$

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1, 2 and 3 above as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

The specific goals allocated points in terms of this tender		
Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	
10		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

Number of points allocated (80/20 system) (To be completed by the tenderer)	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)	
	2	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
	4	3. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black women
	2	4. 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.*

DECLARATION WITH REGARD TO COMPANY/FIRM

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

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

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm,

certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

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

PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

Tender no:

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.		%	☐ 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
6.		%	☐ 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
9.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ R ☐ UD ☐ T ☐ U	☐ Yes ☐ No
10.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ R ☐ UD ☐ T ☐ U	☐ Yes ☐ No
11.		%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ R ☐ UD ☐ T ☐ U	☐ Yes ☐ No
12.		%	☐ 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: _____

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