

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

| Description: | Required at: (Town Name) | Bid No: | Advert & Closing: | Bids obtainable from: | Post or deliver bids to: | | | | |
|---|-----------------------------|---------|-------------------|-----------------------|--------------------------|-----------|--|--|---|
| <p>SERVICE DESCRIPTION: REPAIR, REFURBISH AND REUPHOLSTER 10 DINING AND 2 WINGBACK CHAIRS</p> <p>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)</p> <table border="1" data-bbox="502 1355 571 2116"> <tr> <td>Price</td> <td>80</td> </tr> <tr> <td>Number of Points</td> <td>20</td> </tr> </table> <p>Contact for Bid information:</p> <p>Name and Surname: Erica Ventura Tel no: 021 402 2078 Email: Erica.Ventura@dpw.gov.za</p> <p>Technical Enquiries: Project Manager's Name and Surname: Reagon Cassim Tel no: 021 402 2043 Cell no: Email: reagon.cassim@dpw.gov.za</p> | Price | 80 | Number of Points | 20 | CAPE TOWN | 300D25022 | <p>Advert Date: 10/03/2026</p> <p>Closing Date: 16/03/2026 at 11:00 am</p> | <p>http://www.publicworks.gov.za/quotations.htm</p> | <p>HAND DELIVER:</p> <p>Reception area – ground floor at Customs House Building Cape Town.</p> <p>Quotations to be dropped in the Quotation box,</p> <p>OR</p> <p>EMAIL: CPT.Quotations@dpw.gov.za</p> |
| Price | 80 | | | | | | | | |
| Number of Points | 20 | | | | | | | | |

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: | CAPE TOWN: REPAIR, REFURBISH AND REUPHOLSTER 10 DINING AND 2 WINGBACK CHAIRS |
|------------------------|--|

| | | | |
|---------------|-----------|------------------|------------|
| Quote no: | 300D25022 | Closing date: | 16/03/2026 |
| Closing time: | 11:00 | Validity period: | 84 days |

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 | <input checked="" type="checkbox"/> | Only those tenders who satisfy the eligibility criteria stated in the Tender Data may submit tenders. |
| 2 | <input checked="" type="checkbox"/> | Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender). |
| 3 | <input checked="" type="checkbox"/> | All parts of tender documents submitted must be fully completed in ink and signed where required |
| 4 | <input checked="" type="checkbox"/> | Use of correction fluid is prohibited. |
| 5 | <input checked="" type="checkbox"/> | Submission of PA-32: Invitation to Bid |
| 6 | <input type="checkbox"/> | Submission of record of attending compulsory briefing session. |
| 6 | <input type="checkbox"/> | Insert motivation why the tender clarification meeting is declared compulsory |
| 7 | <input type="checkbox"/> | Registration on National Treasury's Central Supplier Database. |
| 8 | <input checked="" type="checkbox"/> | 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. |
| 8 | <input checked="" type="checkbox"/> | Pricing Schedule must be duly completed. |
| 9 | <input checked="" type="checkbox"/> | 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 | <input type="checkbox"/> | |
| 11 | <input type="checkbox"/> | |
| 12 | <input type="checkbox"/> | |

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 | <input type="checkbox"/> | 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 boards/ of directors / or PA15.3 Special Resolution of Consortia or JV's. |
|---|--------------------------|--|

| | | |
|----|-------------------------------------|--|
| 2 | <input type="checkbox"/> | Submission of applicable (PA-15.1, PA-15.2, PA-15.3): Resolution by the legal entity, or consortium / joint venture, authorising a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture. |
| 3 | <input checked="" type="checkbox"/> | Submission of (PA-11): Bidder's disclosure. |
| 4 | <input checked="" type="checkbox"/> | Submission of (PA 40): Declaration of Designated Groups for Preferential Procurement. |
| 5 | <input checked="" type="checkbox"/> | Submission of proof of registration on National Treasury's Central Supplier Database (CSD) or insert the Supplier Registration Number on the form of offer |
| 6 | <input checked="" type="checkbox"/> | Upon request, submission of a fully completed security clearance application form with supporting documentation and information as required. The security clearance form will be provided by the Employer for projects requiring a security clearance. |
| 7 | <input checked="" type="checkbox"/> | The recommended bidder must submit fabric samples as per the specification and DPW's sample for evaluation purposes. The recommended bidder must present their samples on offer within 5 calendar days. |
| 8 | <input type="checkbox"/> | |
| 9 | <input type="checkbox"/> | |
| 10 | <input type="checkbox"/> | |

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

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 | <ul style="list-style-type: none"> 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 | <ul style="list-style-type: none"> Official Municipal Rates Statement which is in the name of the bidder. Or <ul style="list-style-type: none"> Any account or statement which is in the name of the bidder. Or |

| | | | |
|--|---|---|----|
| <ul style="list-style-type: none"> • Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder. Or • Lease Agreement which is in the name of the bidder. | | | |
| <ul style="list-style-type: none"> • SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. | 4 | An EME or QSE which is at least 51% owned by black women (Mandatory) | 3. |
| <ul style="list-style-type: none"> • 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 (NCPDSA). | 2 | An EME or QSE which is at least 51% owned by black people with disability (Mandatory) | 4. |
| <ul style="list-style-type: none"> • ID Copy and SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable. | 2 | An EME or QSE which is at least 51% owned by black youth (Mandatory) | 5. |

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 **select** 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 | REAGON CASSIM | Telephone no: | 021 402 2043 | Cellular phone no | | E-mail | reagon.cassim@dpw.gov.za |
| 5.2. SCM enquiries may be addressed to: | | | | | | | |
| SCM Official | Erica Ventura | Telephone no: | 021 402 2078 | Cellular phone no | | E-mail | erica.ventura@dpw.gov.za |

6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is **11:00am on 16/03/2026**.
 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, LOWER HEERENGRACHT STREET FORESHORE CAPE TOWN, DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE | OR | QUOTATION DOCUMENT MAY BE EMAILED TO: HAND-DELIVERED GROUND FLOOR QUOTATION BOX- CUSTOMS HOUSE CAPE TOWN or EMAIL TO: CPT.Quotations@dpw.gov.za |
|---|----|--|

PA 32: INVITATION TO BID

PART A

| | | | | |
|--|--|---------------|------------|---------------|
| YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/PUBLIC ENTITY) | | | | |
| BID NUMBER: | 800D25022 | CLOSING DATE: | 16/03/2026 | CLOSING TIME: |
| | 11H00 | | | |
| DESCRIPTION | CAPE TOWN: REPAIR, REFURBISH AND REUPHOLSTER 10 DINING AND 2 WINGBACK CHAIRS | | | |
| 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 - CUSTOMS HOUSE PUBLIC WORKS | | | | |
| DO NOT RETURN TO THE SENDER PLEASE | | | | |
| OR POSTED TO: | | | | |
| HAND- DELIVERED: GROUND FLOOR QUOTATION BOX: CUSTOMS HOUSE | | | | |
| LOWER HERBERNGRAGHT STREET CAPE TOWN; OR EMAIL TO CPT.Quotation@dpw.gov.za | | | | |
| 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 | | | | |
| SIGNATURE OF BIDDER | | | | |
| 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**

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

DOCUMENTATION

1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

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

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

Note Well:

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



public works
& infrastructure
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: REPAIR, REFURBISH AND REUPHOLSTER 10 DINING AND 2 WINGBACK CHAIRS | 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) | 6 | R2.00 Each EXCLUDING VAT | R12.00 EXCLUDING VAT |
| BLACK PENS | | | |
| KLIPPER COURT 2 | | | |
| 1. Dining chair | 10 | R | R |
| 2. Wingback chair | 2 | 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

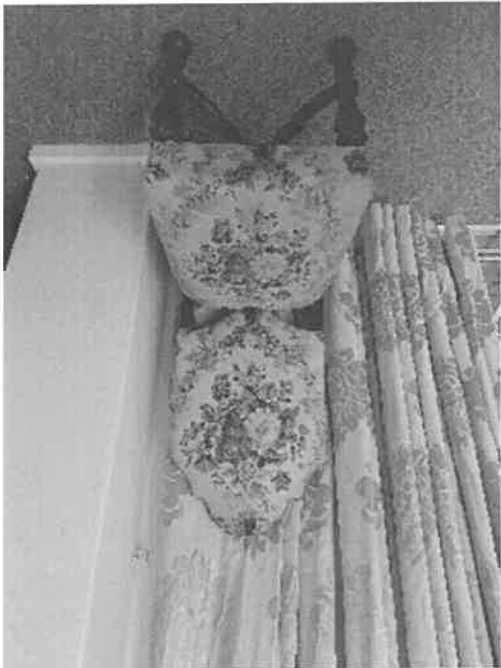
KLIPPER COURT 2 – REPAIR, REFURBISH AND REUPHOLSTER 10 DINING AND

2 WINGBACK CHAIRS



SPECIFICATION

1. 10x Dining Chair refurbishment - Upholstery to be replaced, replace seat cushion, repair and refurbish wooden legs, and backrest. Fabric choice: Urban Fabrics, Design: Dimensions, Colour: Moonbeam, Width: 142cm, 100 000 rubs Composition: 100% Polyester. Fabric must be easy to clean - Similar or equal to the preferred fabric sample available on request.
- Upholstery detailing to match existing, standard, and quality.
- Undercover fabric to match the existing
- Wooden legs to be fixed to match the existing
- Replace the deep buttons as is .
- Seat cushion to be replaced with a combination of foam, such as 50mm soft and 50mm medium = 100mm seat.
- Upholstery with new antique/aged brass nailhead trim to back perimeter and seat edge.
- Hidden zip fastening.



Photographic image to be used as reference.

Restoration work on chairs/ sofas;
Outer woodwork- Frame: arms, front and back legs, side stretchers, and front stretcher;
The wood needs to be cleaned by scrubbing the wood surfaces. If the stages of cleaning and the process of polishing the wood with an oil-based commercial wood cleaner, etc., do not restore the wood to its original look, then the chairs need to be completely restored.
Fix the cracks with glue or screw back the loose/ broken arms and legs.
Restoration involves buffing out imperfections or stripping the old finish to make room for new stains.
Insulation layers- Foam, Tempered steel springs, Dacron;
The chairs must be stripped to evaluate the amount of damage in the insulation layers. If the foam is not firm, then it will need to be replaced, as well as every layer that is damaged, and new Dacron.



KLIPPER COURT 2 – REPAIR, REFURBISH AND REUPHOLSTER 10 DINING AND

2 WINGBACK CHAIRS

SPECIFICATION

2. 2x Wingback refurbishment - Upholstery to be replaced, 100% restore seat cushion, wooden legs, armrests, and backrest. Fabric choice:

Urban Fabrics, Design: Contessa, Colour: Peacock, Width: 138cm, 100 000 rubs, Composition: 100% polyester. Apply Scotchgard or equivalent fabric protection for soft, textured upholstery fabric - Fabric handle to remain unchanged after protection. Similar or equal to the preferred fabric sample available on request.

• Upholstery detailing to match the existing standard quality.
 • Undercover fabric to match the existing standard quality.
 • Wooden legs to be fixed to match the existing.
 • Seat cushion to be replaced with a combination of foam, such as 50mm soft and 50mm medium = 100mm seat.
 • Upholstery with Complete with piped trim and hidden zip fastening

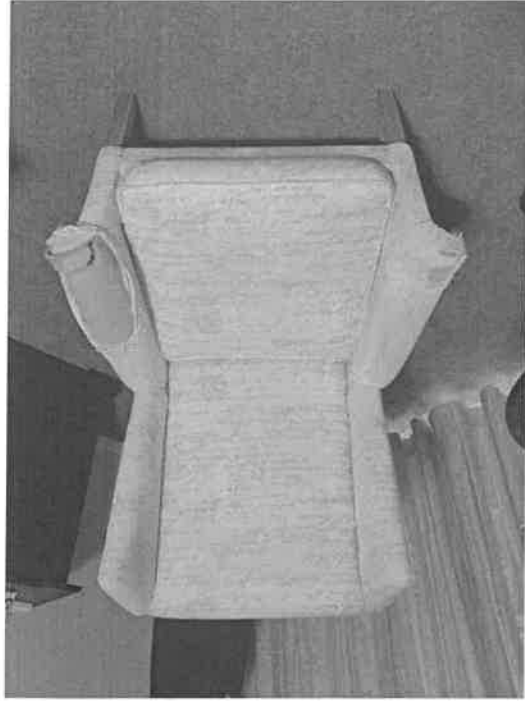
• 2x scatter cushions: 600mm x 600mm
 • Unicorn filling complete with an Oxford border edge, sofa fabric reverse, and hidden zip closure.
 • Fabric choice:
 • Urban Fabrics, Design: Wulan, Colour: 03, Width: 280cms, Composition: 100% cotton organic, 40 000 rubs.

Restoration work on chairs/ sofas;
 Outer woodwork- Frame: arms, front and back legs, side stretchers, and front stretcher;
 The wood needs to be cleaned by scrubbing the wood surfaces. If the stages of cleaning and the process of polishing the wood with an oil-based commercial wood cleaner, etc., do not restore the wood to its original look, then the chairs need to be completely restored.

Fix the cracks with glue or screw back the loose/ broken arms and legs. Restoration involves buffing out imperfections or stripping the old finish to make room for new stains.

Insulation layers- Foam, Tempered steel springs, Dacron;
 The chairs must be stripped to evaluate the amount of damage in the insulation layers. If the foam is not firm, then it will need to be replaced, as well as every layer that is damaged, and new Dacron.

Photographic image to be used as reference.



SPECIFICATION



KLIPPER COURT 2 – REPAIR, REFURBISH AND REUPHOLSTER 10 DINING AND

2 WINGBACK CHAIRS

NOTES:

1. Bidders are expected to provide the exact quality, design, and material integrity as per the existing samples available at Customs House office 1039. Failure to do so will render the bid non-responsive.
2. The successful bidder will be required to deliver fabric samples upon request for evaluation purposes.
3. The fabric samples will be evaluated by the Department of Public Works and Infrastructure (DPWI) officials for approval before delivery of the full order.
4. The successful bidder must deliver within 30 calendar days upon receiving the purchase order.
5. The delivery of any items inferior to the said standard required will lead to the cancellation of the purchase order.
6. The Department reserves the right to terminate the purchase order in the event of the successful bidder failing to comply with the conditions and requirements set out in the specification.
7. The Department reserves the right to terminate the purchase order in the event of persistent and unresolved complaints regarding poor service delivery.

Contact REAGON CASSIM @ 021 402 2043/ reagon.cassim@dpw.gov.za for further enquiries on specification. For administrative enquiries, contact Erica Ventura, 021 402 2078.

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.

3.4 However, communication between partners in a joint venture or consortium 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 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 | Position |
| Date | Name of bidder |

This form has been aligned with SBD4

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

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

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

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:
 - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - The 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 Preference Points System to be applied

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

1.3 Points for this tender shall be awarded for:

1.3.1 Price; and
 1.3.2 Specific Goals

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

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

1.5 Breakdown Allocation of Specific Goals Points

1.5.1. For procurement transaction with rand value greater than R2 000, 00 and up to R1

Million (Inclusive of all applicable taxes) the specific goals listed in table 1 below are applicable.

Table 1

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

| Serial No | Specific Goals | Preference Points Allocated out of 20 | Documentation to be submitted by bidders to validate their claim |
|-----------|---|---------------------------------------|--|
| 1. | An EME or QSE or any entity which is at least 51% owned by black people (Mandatory) | 10 | <ul style="list-style-type: none"> • SANAS Accredited 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 | <ul style="list-style-type: none"> • Official Municipal Rates Statement which is in the name of the bidder. <p>Or</p> |
| 5. | An EME or QSE which is at least 51% owned by black youth (Mandatory) | 2 | <ul style="list-style-type: none"> • South African Social Security Agency (SASSA) Registration indicating that the disability is permanent. • National Council for Persons with Physical Disability in South Africa registration (NCPDSA). • ID Copy and SANAS Accredited BBEE Certificate or Sworn Affidavit where applicable. <p>Or</p> <ul style="list-style-type: none"> • Medical Certificate indicating that the disability is permanent. <p>and</p> |

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

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

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

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

Table 3

| Serial No | Specific Goals | Preference Points Allocated out of 10 | Documentation to be submitted by bidders to validate their claim |
|-----------|---|---------------------------------------|---|
| 1. | An EME or QSE or any entity which is at least 51% owned by black people (Mandatory) | 4 | <ul style="list-style-type: none"> SANAS Accredited 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 | <ul style="list-style-type: none"> 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. |

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

(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.

| | | | |
|--|--|----------|---|
| | <p>3. An EME or QSE or any entity which is at least 51% owned by black women (mandatory)</p> | <p>2</p> | <p>• SANAS Accredited BBEE Certificate or Sworn Affidavit where applicable.</p> |
| | <p>4. <input type="checkbox"/> An EME or QSE or any entity which is at least 51% owned by black people with disability (Mandatory)</p> | <p>2</p> | <p>• SANAS Accredited BBEE Certificate or Sworn Affidavit where applicable.</p> <p>and</p> <p>• Medical Certificate indicating that the disability is permanent.</p> <p>Or</p> <p>• South African Social Security Agency (SASSA) Registration indicating that the disability is permanent.</p> <p>Or</p> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</p> |
| | <p>5. <input type="checkbox"/> An EME or QSE or any entity which is at least 51% owned by black youth (Mandatory)</p> | <p>2</p> | <p>• ID Copy and SANAS Accredited BBEE Certificate or Sworn Affidavit where applicable</p> |

- 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:

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

80/20 or 90/10

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

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

80/20 or 90/10

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

Where

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

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.)

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

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

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

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. | | % | <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

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

Effective date 20 September 2021



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 |



TABLE OF CONTENTS

- 1. PA-03 (GS): Notice and Invitation For Quotation
- 2. PA 32: Invitation to Bid
- 3. Specification (where applicable)
- 4. Pricing Schedule
- 5. Revised PA-11
- 6. PA-16
- 7. PA-40
- 8. Other documents (if applicable):

-
-
-

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. No late, incomplete or quotations with correctional fluid will be accepted.
5. Deposit your Quotation into the Quotation box on the Ground floor, customs House Lower Heerengracht, Cape Town.
6. Quotations are valid for 84 days for thresholds from R2 000.00 up to R1 million.
7. The bidder must make provision for exchanges and or changes in sizes where applicable at no additional cost to the Department.
8. 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.
9. Bidders must include VAT at 15% in their bid offers if VAT Vendor.

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. Technical enquiries must be directed to the Project Leader as indicated on the PA-03 (GS).
8. The Department will contract with the successful bidder with an official order.
9. No work may commence without an official Departmental order.

OTHER BID CONDITIONS

10. 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).
11. In the event that one or more bidders are equal in all respects the award will be decided by drawing of lots.
12. Bidders must ensure that PA 32 is duly completed, failure to complete in full will result to elimination.