



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

CATEGORY: Goods and services

| Description:  | Required at:<br>(Town Name) | Bid No: | Closing:         | Bids obtainable from: | Post or deliver bids to: |           |                         |  |  |
|---|-----------------------------|---------|------------------|-----------------------|--------------------------|-----------|-------------------------|--|--|
| <p><b>SERVICE DESCRIPTION: REQUEST TO PROCUREMENT OF ACCESSORIES FOR VARIOUS HORTICULTURAL MACHINERY FOR HORTICULTURAL SERVICES.</b></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 ___n/a___ to be considered for further evaluation (price and preference)</p> <table border="1" data-bbox="928 241 991 936"> <tr> <td>Price</td> <td>80</td> </tr> <tr> <td>Number of Points</td> <td>20</td> </tr> </table> <p>Contact for information:</p> <p><b>Name and Surname:</b> Yonela Baba<br/><b>Tel no:</b> 021 402 2078<br/><b>Email:</b> Yonela.Baba@dpw.gov.za</p> <p>Technical Enquiries:<br/><b>Project Manager:</b> Mae Jantjies<br/><b>Tel.</b> 021 402 2407<br/><b>Email:</b> Khunjulwa.Mfihlofi@dpw.gov.za</p> | Price                       | 80      | Number of Points | 20                    | Cape Town                | 400H24039 | 10/09/2024<br>and 11:00 | Can be downloaded from<br><a href="http://www.publicworks.gov.za">www.publicworks.gov.za</a> | Quotation box: Main entrance, Customs House, Lower Heerengracht Street, Foreshore, Cape Town or<br>E-mail:<br>CPT.Quotation@dpw.gov.za |
| 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: | <b>REQUEST TO PROCUREMENT OF ACCESSORIES FOR VARIOUS HORTICULTURAL MACHINERY FOR HORTICULTURAL SERVICES.</b> |                  |            |
| Quote no:              | 400H24039  | Closing date:    | 10/09/2024 |
| 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 tenderers who satisfy the eligibility criteria stated in the Tender Data may submit tenders.  |
| 2  | <input checked="" type="checkbox"/> | Tender offer must be properly received on the tender closing date and time specified on the invitation, fully completed either electronically (if issued in electronic format), or by writing legibly in non-erasable ink. (All as per Standard Conditions of Tender). |
| 3  | <input checked="" type="checkbox"/> | All parts of tender documents submitted must be fully completed in ink and signed where required   |
| 4  | <input checked="" type="checkbox"/> | Use of correction fluid is prohibited.   |
| 5  | <input checked="" type="checkbox"/> | Submission of PA-32: Invitation to Bid   |
| 6  | <input type="checkbox"/>            | Submission of record of attending compulsory briefing session.<br><i>insert motivation why the tender clarification meeting is declared compulsory</i>   |
| 7  | <input type="checkbox"/>            | Registration on National Treasury's Central Supplier Database.   |
| 8  | <input checked="" type="checkbox"/> | <b>Submission of duly completed PA-32. Grand total on Pricing schedule to be carried over to the PA32, failure to do so will result to the quotation being disqualified. Pricing Schedule must be duly completed.</b>  |
| 9  | <input checked="" type="checkbox"/> | <b>Resolution to sign/resolution of signatures is mandatory in the event where a delegation to sign the bid document to someone other than a director or member or shareholder (where applicable).</b>   |
| 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 initialled by the person authorised to sign the tender documentation as per PA 15.1 or PA 15.2 resolution of board/s of directors / or PA15.3 Special Resolution of Consortia or JV's .                 |
| 2 | <input 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 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 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 type="checkbox"/>            |  |
| 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"> <li>SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.</li> </ul>  |
| 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"> <li>Official Municipal Rates Statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>Any account or statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.</li> </ul> |

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

#### 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 | MAE JANTJIES | Telephone no: | 021 402 2407 |
|----------------------|--------------|---------------|--------------|

|                   |                         |         |  |
|-------------------|-------------------------|---------|--|
| Cellular phone no | 079 872 8631            | Fax no: |  |
| E-mail            | mae.jantjies@dpw.gov.za |         |  |

5.2. SCM enquiries may be addressed to:

|                   |                        |               |              |
|-------------------|------------------------|---------------|--------------|
| SCM Official      | Yonela Baba            | Telephone no: | 021 402 2078 |
| Cellular phone no |                        | Fax no:       |              |
| E-mail            | yonela.baba@dpw.gov.za |               |              |

**6. DEPOSIT / RETURN OF BID DOCUMENTS:**

The closing time for receipt of quotation is **11:00am on 10/09/2024**.

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)

|  |           |  |
|--|-----------|--|
| <p><b>QUOTATION DOCUMENTS MAY BE DROPPED AT:</b></p> <p><b>GROUND FLOOR QUOTATION BOX, CUSTOMS HOUSE</b><br/><b>DEPARTMENT OF PUBLIC WORKS &amp; INFRASTRUCTURE</b></p> <p><b>OR</b></p> <p><b>QUOTATION DOCUMENTS MAY BE POSTED TO :</b><br/><b>N/A</b></p> | <p>OR</p> | <p><b>QUOTATION DOCUMENT MAY BE EMAILED TO:</b></p> <p><b><i>CPT.Quotations@dpw.gov.za</i></b></p> |
|--|-----------|--|

## PA 32: INVITATION TO BID PART A

|   |   |               |            |               |
|---|---|---------------|------------|---------------|
| <b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>  |   |               |            |               |
| BID NUMBER:   | 400H24039   | CLOSING DATE: | 10/09/2024 | CLOSING TIME: |
|   |   |               |            | 11H00         |
| DESCRIPTION   | REQUEST TO PROCUREMENT OF ACCESSORIES FOR VARIOUS HORTICULTURAL MACHINERY FOR HORTICULTURAL SERVICES. |               |            |               |
| THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (DPW04.1 GS or DPW04.2 GS).<br>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS) |   |               |            |               |
| <b>GROUND FLOOR QUOTATION BOX- CUSTOMES HOUSE PUBLIC WORKS</b>  |   |               |            |               |
| <b>DO NOT RETURN TO THE SENDER PLEASE</b>   |   |               |            |               |
| <b>OR POSTED TO:</b>  |   |               |            |               |
| <b>HAND- DELIVERED: GROUND FLOOR QUOTATION BOX: CUSTOMS HOUSE</b>   |   |               |            |               |
| <b>LOWER HEERENGRAGHT STREET CAPE TOWN;OR EMAIL TO CPT.Quotation@dpw.gov.za</b>   |   |               |            |               |
| <b>SUPPLIER INFORMATION</b>   |   |               |            |               |
| NAME OF BIDDER  |   |               |            |               |
| POSTAL ADDRESS  |   |               |            |               |
| STREET ADDRESS  |   |               |            |               |
| TELEPHONE NUMBER  | CODE  |               | NUMBER     |               |
| CELLPHONE NUMBER  |   |               |            |               |
| FACSIMILE NUMBER  | CODE  |               | NUMBER     |               |
| E-MAIL ADDRESS  |   |               |            |               |
| VAT REGISTRATION NUMBER   |   |               |            |               |
|   | TCS PIN:  |               | OR         | CSD No:       |
|   |   |               |            |               |
| SIGNATURE OF BIDDER   |   | DATE          |            |               |
| CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)  |   |               |            |               |

|  |  |  |   |
|--|--|--|---|
| TOTAL NUMBER OF ITEMS OFFERED                          |  | TOTAL BID PRICE ('ALL APPLICABLE TAXES)          | R |
| <b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b> |  | <b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b> |   |
| 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.   | <b>BID SUBMISSION:</b>  |
| 1.1. | BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.   |
| 1.2. | ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE  |
| 1.3. | BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: ( BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). |
| 1.4. | WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID   |



**DOCUMENTATION.**

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

**2. TAX COMPLIANCE REQUIREMENTS**

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

**3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

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

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

**Note Well:**

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

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



## **SPECIFICATIONS FOR PROCUREMENT OF GOODS: SUPPLY AND DELIVERY OF ACCESSORIES FOR HORTICULTURAL MACHINES**

### **1. DESCRIPTION OF GOODS**

**Various Accessories** for Horticultural machinery e.g. Chainsaws, Brush Cutters, Blowers, Chippers. (**As per attach Pricing Schedule**)

Chainsaw – Sharpening Files Flat 150x2.7 (12 files per box)  
Chainsaw – Sharpening Files 200x5.2mm (6 files per box)  
Chainsaw – Reel/ft. 3/8P Micro Mini .043 (44dlx3)  
Chainsaw – Chain loop (MS382) 56cm  
Chainsaw – Chain loop (MS250) 56cm  
Chainsaw – Chain Reel/ft. 3/8 .063 1.6mm (66dlx2)  
Chainsaw – Chain Reel (HUS-CS72T) 56cm  
Pole Saw – Chain Reel 44cm  
Chainsaw – Guide bar (MS382) 45cm  
Chainsaw – Guide bar (MS382) 37cm  
Chainsaw – Guide bar (MS382) 30cm  
Chainsaw – Guide bar (MS250) 35cm  
Chainsaw – Sprocket (MS382)  
Chipper Machines (Diesel & Petrol) – 12 Volt Batteries  
Pole saw – Guide bar (QJB270) 44cm  
Pole pruner – Guide bar (QJB270)  
Brush cutter – Nylon Round Gut (per roll of 2.8mm x 2kg)  
Brush cutter – Nylon Square Gut (per roll of 2.8mm x 2kg)  
Brush cutter – Nylon Head (Tap and Go)  
Brush cutter – Nylon Head (PRO-55A)  
Brush cutter – Plug spanner spline  
Brush cutter – Spark plugs short range (10 plugs per box)  
Brush cutter – Clear visors only (per pack of 10)  
Brush cutter – Helmet complete

### **2. DELIVERY ADDRESS:**

Department of Public Works  
Groote Schuur Estate  
Klipper Road  
Rondebosch  
7700



### **3. GENERAL CONDITIONS**

- Supplier must note that service offered must be in strict conformity with the specifications.

### **4. ENQUIRIES CAN BE DIRECTED AS FOLLOWS:**

**Technical Enquiries :**

**Mr. MAE Jantjies**

Email: [mae.jantjies@dpw.gov.za](mailto:mae.jantjies@dpw.gov.za)

Mobile: 079 872 8631

**Ms. E Bessick**

Email: [Elizabeth.bessick@dpw.gov.za](mailto:Elizabeth.bessick@dpw.gov.za)

Mobile: 082 852 5263



## PRICING SCHEDULE



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

| DESCRIPTION (SUPPLY & DELIVERY OF ACCESSORIES FOR HORTICULTURAL MACHINERIES)                         | 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)<br>BLACK PENS | 6        | R2.00 Each EXCLUDING VAT                       | R12.00 EXCLUDING VAT  |
| Chainsaw – Sharpening Files Flat 150x2.7 (12 files per box)  | 2 Boxes  | R  | R   |
| Chainsaw – Sharpening Files 200x5.2mm (6 files per box)  | 2 Boxes  | R  | R   |
| Chainsaw – Reel/ft 3/8P Micro Mini .043 (44dlx3)   | 10       | R  | R   |
| Chainsaw – Chain loop (MS382) 56cm   | 14       | R  | R   |
| Chainsaw – Chain loop (MS250) 56cm   | 5        | R  | R   |
| Chainsaw – Chain Reel/ft 3/8 .063 1.6mm (66dlx2)   | 5        | R  | R   |
| Chainsaw – Chain Reel (HUS-CS72T) 56cm   | 4        | R  | R   |
| Pole Saw – Chain Reel 44cm   | 4        | R  | R   |
| Chainsaw – Guide bar (MS382) 45cm  | 4        | R  | R   |
| Chainsaw – Guide bar (MS382) 37cm  | 4        | R  | R   |
| Chainsaw – Guide bar (MS382) 30cm  | 4        | R  | R   |
| Chainsaw – Guide bar (MS250) 35cm  | 4        | R  | R   |
| Chainsaw – Sprocket (MS382)  | 4        | R  | R   |
| Chipper Machines (Diesel & Petrol) – 12 Volt Batteries   | 2        | R  | R   |
| Pole saw – Guide bar (QJB270) 44cm   | 4        | R  | R   |
| Pole pruner – Guide bar (QJB270)   | 4        | R  | R   |
| Brush cutter – Nylon Round Gut (per roll of 2.8mm x 2kg)   | 5        | R  | R   |
| Brush cutter – Nylon Square Gut (per roll of 2.8mm x 2kg)  | 10       | R  | R   |
| Brush cutter – Nylon Head (Tap and Go)   | 15       | R  | R   |
| Brush cutter – Nylon Head (PRO-55A)  | 4        | R  | R   |
| Brush cutter – Plug spanner spline   | 3        | R  | R   |
| Brush cutter – Spark plugs short range - (10 plugs per box)  | 3        | R  | R   |
| Brush cutter - Clear visors only (per pack of 10)  | 6 Packs  | R  | R   |
| Brush cutter - helmet complete   | 10       | R  | R   |
| <b>SUB TOTAL</b>   |          |  | R   |
| <b>VAT 15% (If VAT Vendor)</b>   |          |  | R   |
| <b>GRAND TOTAL OFFER (TO BE CARRIED OVER TO THE PA32)</b>  |          |  | R   |

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

## PA-11: BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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

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

### 2. Bidder's declaration

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

YES / NO

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

| Full Name | Identity Number | Name of State institution |
|-----------|-----------------|---------------------------|
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |

(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 consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

This form has been aligned with SBD4



## PA-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"> <li>• SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.</li> </ul>  |
| 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"> <li>• Official Municipal Rates Statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>• Any account or statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>• Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>• Lease Agreement which is in the name of the bidder.</li> </ul> |
| 3.         | An EME or QSE which is at least 51% owned by black women (Mandatory)  | 4                                     | <ul style="list-style-type: none"> <li>• SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.</li> </ul>  |
| 4.         | An EME or QSE which is at least 51% owned by black people with disability (Mandatory)   | 2                                     | <ul style="list-style-type: none"> <li>• SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.</li> </ul>  |

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

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

**Table 2**

| Serial No | Specific Goals  | Preference Points Allocated out of 20 | Documentation to be submitted by bidders to validate their claim  |
|-----------|---|---------------------------------------|---|
| 1.        | An EME or QSE or any entity which is at least 51% owned by black people (Mandatory)   | 10                                    | <ul style="list-style-type: none"> <li>• SANAS Accredited BBEE Certificate or Sworn Affidavit where applicable.</li> </ul>    |
| 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"> <li>• Official Municipal Rates Statement which is in the name of the bidder.</li> </ul> Or |



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

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

**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"> <li>SANAS Accredited BBBEE Certificate or Sworn Affidavit where applicable.</li> </ul>  |
| 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"> <li>Official Municipal Rates Statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>Any account or statement which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>Permission to Occupy from local chief in case of rural areas (PTO) which is in the name of the bidder.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>Lease Agreement which is in the name of the bidder.</li> </ul> |

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

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

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

## 2. DEFINITIONS

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

Pmax = Price of highest acceptable tender

**4. POINTS AWARDED FOR SPECIFIC GOALS**

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

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

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

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

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

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

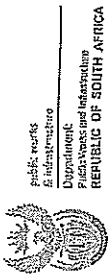
**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company



# PA-40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

Tender no: .....

Name of Tenderer .....

EME<sup>1</sup>  QSE<sup>2</sup>  Non EME/QSE (tick applicable box)

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

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

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

- 1 EME: Exempted Micro Enterprise
- 2 QSE: Qualifying Small Business Enterprise

## PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

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.



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 (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.

#### **OTHER BID CONDITIONS**

1. The Department reserves the right to negotiate the offer where it is found not to be market related.
2. All goods supplied must be approved by the South African Bureau of Standards (SABS) if applicable.
3. The Department reserves the right to request any additional information and / or samples of items quoted before mass production is undertaken at no cost to the Department if applicable.
4. Bidders should have an office/branch in the Western Cape
5. Bidders must be registered on the CSD and tax matters should remain compliant throughout the procurement process.
6. Due to a high volume of quotations received it is advisable to hand deliver your quotation to ensure receipt thereof.
7. 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.