

Bid Advertisement for the Tender Bulletin (80/20) preference point scoring system): PA-06.1

## 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<br>from: | Post or deliver<br>bids to: |           |                                       |                                                                |                                                                                                                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------|-----------------------|--------------------------|-----------------------------|-----------|---------------------------------------|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>SERVICE DESCRIPTION: <b>DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT HERMANUS HARBOUR: REPAIRS TO 7.5 TON CRANE.</b></p> <p>This bid will be evaluated in terms of the 80/20 scoring system<br/>This bid includes functionality which will be scored out of 100.<br/>Bidders must obtain a minimum of _____ to be considered for further evaluation (price and preference)</p> <table><tr><td>Price</td><td>80</td></tr><tr><td>Specific Goals Points</td><td>20</td></tr></table> <p><b>Select</b> on the <b>dd/mm/yyyy</b> at <b>hh:mm</b> Prospective bidders / tenderers to meet at <b>insert place</b></p> <p>NOTE: Documents will be sold at a non-refundable deposit of R <u>CASH</u> per set.</p> <p>Contact for Bid information:<br/><b>ERICA VENTURA</b><br/><b>Email:erica.ventura@dpw.gov.za</b><br/><b>021-402 2078</b><br/>General Enquiries:<br/><b>AVELINO ROCHA</b><br/><b>Email: avelino.rocha@dpw.gov.za</b><br/><b>076 423 7528/021-402 2283</b></p> | Price                       | 80      | Specific Goals Points | 20                       | CAPE TOWN                   | ID3240679 | <b>04/06/2025</b><br><b>and 11H00</b> | Quotation<br>Departments<br>website:<br>www.publicworks.gov.za | Attention:<br><br>CLOSING DATE<br>AND TIME AT<br>11H00 BY THE<br>DEPARTMENT<br><br>HAND DELIVER<br>ONLY: Quotation<br>box, main<br>Entrance: Ground<br>Floor, Lower<br>Heerengracht<br>Street Foreshore<br>Customs<br>House,CT or<br>Email<br>to:<br>CPT.Quotations<br>@dpw.gov.za |
| Price                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 80                          |         |                       |                          |                             |           |                                       |                                                                |                                                                                                                                                                                                                                                                                    |
| Specific Goals 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>DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT HERMANUS HARBOUR: REPAIRS TO 7.5 TON CRANE.</b> |
|------------------------|-----------------------------------------------------------------------------------------------------------------|

|               |           |                  |            |
|---------------|-----------|------------------|------------|
| Quote no:     | ID3240679 | Closing date:    | 04/06/2025 |
| 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><b><i>insert motivation why the tender clarification meeting is declared compulsory</i></b>                                                                                                                                            |
| 7  | <input type="checkbox"/>            | Registration on National Treasury's Central Supplier Database.                                                                                                                                                                                                                                           |
| 8  | <input checked="" type="checkbox"/> | <b><i>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.</i></b>                                                                             |
| 9  | <input checked="" type="checkbox"/> | <b><i>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).</i></b> |
| 10 | <input checked="" type="checkbox"/> | <b><i>Bidders must have a CIDB contractor grading designation of 1 ME or 1 EP or higher.</i></b>                                                                                                                                                                                                         |
| 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 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 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> <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> <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:

|                             |                          |                      |              |
|-----------------------------|--------------------------|----------------------|--------------|
| <b>DPWI Project Manager</b> | AVELINO ROCHA            | <b>Telephone no:</b> | 021 402 2283 |
| <b>Cellular phone no</b>    | 083 320 5947             | <b>Fax no:</b>       |              |
| <b>E-mail</b>               | avelino.rocha@dpw.gov.za |                      |              |

5.2. SCM enquiries may be addressed to:

|                          |                          |                      |              |
|--------------------------|--------------------------|----------------------|--------------|
| <b>SCM Official</b>      | Erica Ventura            | <b>Telephone no:</b> | 021 402 2078 |
| <b>Cellular phone no</b> |                          | <b>Fax no:</b>       |              |
| <b>E-mail</b>            | erica.ventura@dpw.gov.za |                      |              |

## 6. DEPOSIT / RETURN OF BID DOCUMENTS:

The closing time for receipt of quotation is **11:00am** on **04/06/2025**.

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

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

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

|                                                                                                                                                                                                                                                                                            |    |                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>QUOTATION DOCUMENTS MAY BE DROPPED AT:</b></p> <p><b>GROUND FLOOR QUOTATION BOX, CUSTOMS HOUSE, LOWER HEERENGRACHT STREET FORESHORE CAPE TOWN. DEPARTMENT OF PUBLIC WORKS &amp; INFRASTRUCTURE</b></p> <p><b>OR</b></p> <p><b>QUOTATION DOCUMENTS MAY BE POSTED TO :<br/>n/a</b></p> | OR | <p><b>QUOTATION DOCUMENT MAY BE EMAILED TO:</b></p> <p><b>HAND-DELIVER ONLY: GROUND FLOOR QUOTATION BOX- CUSTOMS HOUSE LOWER HEERENGRACHT FORESHORE CAPE TOWN.</b></p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



## PA 32: INVITATION TO BID PART A

|                                                                                                                |                                                                                                             |               |            |               |       |
|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|---------------|------------|---------------|-------|
| YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)                      |                                                                                                             |               |            |               |       |
| BID NUMBER:                                                                                                    | ID3240679                                                                                                   | CLOSING DATE: | 04/06/2025 | CLOSING TIME: | 11H00 |
| DESCRIPTION                                                                                                    | DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT<br>HERMANUS HARBOUR: REPAIRS TO 7.5 TON CRANE. |               |            |               |       |
| 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 DELIVER ONLY: GROUND FLOOR QUOTATION BOX: CUSTOMS HOUSE |
| LOWER HEERENGRAHT STREET CAPE TOWN.                          |

|                                                                                                                                   |          |  |        |         |
|-----------------------------------------------------------------------------------------------------------------------------------|----------|--|--------|---------|
| SUPPLIER INFORMATION                                                                                                              |          |  |        |         |
| NAME OF BIDDER                                                                                                                    |          |  |        |         |
| POSTAL ADDRESS                                                                                                                    |          |  |        |         |
| STREET ADDRESS                                                                                                                    |          |  |        |         |
| TELEPHONE NUMBER                                                                                                                  | CODE     |  | NUMBER |         |
| CELLPHONE NUMBER                                                                                                                  |          |  |        |         |
| 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<br>SIGNED (Attach proof of authority to<br>sign this bid; e.g. resolution of<br>directors, etc.) |          |  |        |         |

|                                                 |  |                                            |   |
|-------------------------------------------------|--|--------------------------------------------|---|
| TOTAL NUMBER OF ITEMS OFFERED                   |  | TOTAL BID PRICE ('ALL<br>APPLICABLE TAXES) | R |
| BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: |  | TECHNICAL INFORMATION MAY BE DIRECTED TO:  |   |
| DEPARTMENT/ PUBLIC ENTITY                       |  | CONTACT PERSON                             |   |
| CONTACT PERSON                                  |  | TELEPHONE NUMBER                           |   |
| TELEPHONE NUMBER                                |  | FACSIMILE NUMBER                           |   |
| FACSIMILE NUMBER                                |  | E-MAIL ADDRESS                             |   |
| E-MAIL ADDRESS                                  |  |                                            |   |

## PART B TERMS AND CONDITIONS FOR BIDDING

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

## PRICING SCHEDULE

### 1) Repairs to 7.5ton Harbour Crane

| BREAKDOWN OF COSTS LABOUR                                                                                                                                                                                                    | Qty             | Unit Cost                | TOTAL  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------------|--------|
| Labour                                                                                                                                                                                                                       | (Hours on Site) | (Rate per hour)          |        |
| Artisan/Technician                                                                                                                                                                                                           | .....           | R.....                   | R..... |
| Artisan Assistant                                                                                                                                                                                                            | .....           | R.....                   | R..... |
| Materials (all items supplied to be listed and priced individually)                                                                                                                                                          | QTY             | Unit Cost                | TOTAL  |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| .....                                                                                                                                                                                                                        | .....           | R .....                  | R..... |
| Travelling                                                                                                                                                                                                                   | (km)<br>.....   | (Rands per km)<br>R..... | R..... |
| TOTAL                                                                                                                                                                                                                        |                 |                          | R..... |
| VAT 15% (If Vat Vendor)                                                                                                                                                                                                      |                 |                          | R..... |
| GREAT GRAND TOTAL INCL. VAT<br>The great grand total offer on this pricing schedule must be carried over to the PA32 (Invitation to Bid) or the quotation will be deemed as non-responsive and will not be evaluated further |                 |                          | R..... |

**SCOPE OF WORKS:**

.....

**Note: Maintenance of 7.5ton crane to include but not limited to the following:**

Lubrication of moving parts, inspection and tightening of bolts, inspection of wire ropes (replace if necessary), fluid checks and top ups (replace if necessary), Ensuring that warning labels and safety markings are present and legible is crucial for operator awareness and safety, Inspect the hook for any signs of damage, cracks, nicks, or deformation (replace if necessary), Check for broken wires, broken strands, kinks, or any deformation or damage to the rope structure, Check all electricals and gauges/instrumentation.

**It is advisable to visit the site before submitting a quotation.**



## PRICING SCHEDULE

For any enquiries, please contact:

| Department of Agriculture, Land Reform and Rural Development:<br>Hermanus Harbour | Contact                      | Email                    |
|-----------------------------------------------------------------------------------|------------------------------|--------------------------|
| Mr. Luvo Fobe                                                                     | 0736760429                   |                          |
| Nomonde Simon                                                                     | 028 312-2609<br>066 471-0766 | Nsimon@dffe.gov.za       |
| Department of Public Works and Infrastructure                                     | Contact                      | Email                    |
| Mr. Avelino Rocha                                                                 | 083 320-5947                 | Avelino.Rocha@dpw.gov.za |
| Mr. Rameez Majal                                                                  | 082 838-8831                 | Rameez.Majal@dpw.gov.za  |

Note:

- 1) DPW jobcard to be completed for each day worked by service provider and signed by Client.
- 2) DPW jobcards (completed and signed by client) must be attached to invoice when submitting to the Department for payment. Copies of COC's and inspection/testing certificate to be attached to invoice.
- 3) Contractor to provide full breakdown and description of work done (scope) and materials supplied.
- 4) All prices quoted to be market related
- 5) Only qualified and competent persons allowed to perform work.
- 6) Photos of work done to be attached to invoice
- 7) All rates and prices to be market related
- 8) Contractor to commence work within 24hours after receipt of instruction.
- 9) Contractor to complete work within 21 working days after receipt of instruction.
- 10) **A certificate of compliance must be issued to the client and should include the following information:**
  - i. Crane Identification: Model, Serial Number, and type (e.g., truck mounted).
  - ii. Examination Details:
  - iii. Date of examination.
  - iv. Details of the examination, including visual inspection, load tests, and other applicable tests.
  - v. Any defects found and their description.
  - vi. Particulars of any repairs, renewals, or alterations made to address the defects.
  - vii. Compliance and Standards:
  - viii. Confirmation that the crane meets relevant safety standards and regulations (e.g., BS 7121-2-4).
  - ix. Indication of whether the examination was conducted within the required timeframe (e.g., 6 months, 12 months).
  - x. Certification and Signatures:
  - xi. Name and contact information of the certifying authority or inspector.
  - xii. Signature and date of the certifying authority.
  - xiii. Additional Information:
  - xiv. Name and address of the crane owner or operator.
  - xv. Any special conditions or restrictions related to the crane's operation.
- 11) Contract to submit invoice within 14days after completion of work. No sub-contracting is allowed.
- 12) No foreign nationals are allowed on site
- 13) Contractor to use **ID3240679** as Invoice number. Invoice to be addressed for the attention of Mr. A. Rocha
- 14) *Bidders are advised to visit the site before submitting a quotation*

## CRANE INSPECTION REPORT

Prior to initial use, all new and altered cranes should be inspected to determine if any safety hazards exist. Thereafter, inspections should be performed at intervals according to the following list. Some components require daily inspection, while others need only be checked on a monthly basis. A complete inspection should also include observation during operation to detect any defects that might appear between regular inspections.

In the chart below, each area of inspection is identified by an item number. The frequency of inspection required is indicated under "Inspection Frequency." The two columns on the right are for noting the condition of the items after inspection. For any item found to be completely satisfactory, check (\*) the first column – OK. For any item found to require attention, check (\*) the second column – See Other Side. If the item is not applicable, check (\*) the third column (N/A). The chart on the reverse side of this page has a column for item numbers. In this column, place the item numbers requiring attention, and fully describe the hazard and recommended corrective action.

| Type of Crane | Crane Capacity - Tons | Main Hoist Capacity – Tons | Auxiliary Hoist Capacity - Tons |
|---------------|-----------------------|----------------------------|---------------------------------|
|               |                       |                            |                                 |

| Item | Inspection Frequency |         | Part of Crane to be Inspected                                        | Hazards to Look For                                                                                                                                | OK                       | See Back                 | N/A                      |
|------|----------------------|---------|----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
|      | Daily                | Monthly |                                                                      |                                                                                                                                                    |                          |                          |                          |
| 1    | *                    | *       | Controls and operating mechanisms                                    | Improperly Adjusted or Excessive Wear                                                                                                              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2    | *                    | *       | Lines, Tanks, Valves, and Other Parts in Air or Hydraulic Systems    | Deterioration or Leakage                                                                                                                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3    | *                    | *       | Hooks                                                                | Deformed or Cracked<br>Safety Clips in Poor Condition<br>15% in Excess of Normal Throat Opening<br>Over 10% Twisted<br>Magna Flux Crack Inspection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4    | *                    | *       | Chains and End Connections                                           | Excessive Wear, Twist, Stretch or Distortion of Links Beyond Mfr's Specs.                                                                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5    | *                    | *       | Ropes, Reeving, Slings, and End Connections                          | Excessive Wear, Twist, Stretch, Kinks, or Broken Wires                                                                                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6    | *                    | *       | Safety Devices, Belt-Chain Gear Guards                               | Improperly adjusted, Missing or Broken                                                                                                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7    | *                    | *       | Tires                                                                | Inflation and Condition                                                                                                                            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8    | *                    | *       | Outriggers                                                           | Locking Devices and General Condition Foundation and Cribbing                                                                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9    | *                    | *       | Fire Extinguisher                                                    | Missing or Discharged                                                                                                                              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10   | *                    | *       | Cab Windows                                                          | Broken or Missing                                                                                                                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11   | *                    | *       | Lubrication                                                          | Engine Oil Level and Moving Crane Parts                                                                                                            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12   |                      | *       | Boom and Crane Structure                                             | Bent or Twisted Parts<br>Broken Welds, Cracks, Heavy Rust                                                                                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13   |                      | *       | Bolts and Rivets                                                     | Loose                                                                                                                                              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14   |                      | *       | Sheaves and Drums                                                    | Excessive Wear, Cracks                                                                                                                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15   |                      | *       | Pins, Bearings, Shafts, Rollers, Gears, Locking and Clamping Devices | Excessive Wear, Distortion, Cracks                                                                                                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16   |                      | *       | Brake Systems                                                        | Excessive Wear                                                                                                                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17   |                      | *       | Indicators (Load, Wind, Boom Angle)                                  | Significant Inaccuracy                                                                                                                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18   |                      | *       | Power Plant (Gas, Diesel, Electric, Other)                           | Poor Performance, Non-Compliance With Safety Rules                                                                                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19   |                      | *       | Chain Drives, Sprockets                                              | Excessive Wear                                                                                                                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20   |                      | *       | Electrical Apparatus                                                 | Deterioration of Wiring, Worn or Dirty Controls, Poor Connections                                                                                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

For Cranes not in regular use:

| Condition |                                              | Inspection Requirement                                                                                                        |
|-----------|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 1         | Idled 1 month or more but less than 6 months | All Daily inspection procedures<br>Thorough inspection of ropes<br>Written and dated report on condition of ropes             |
| 2         | Idled 6 months or more                       | All monthly inspection procedures<br>Thorough inspection of ropes<br>Written and dated report on condition of crane and ropes |
| 3         | Standby cranes                               | Same condition 1, inspected at least semi-annually                                                                            |

[illegible]

**Urgency of Recommended Action:**

1. Stop use of crane until repairs are completed for items:
2. Repair items: \_\_\_\_\_ by \_\_\_\_ / \_\_\_\_ /20
3. Order repair parts for items: \_\_\_\_\_ Re-inspect when parts are received.

---

Signature of Inspector
Date

|             |      |
|-------------|------|
| Approved by | Date |
|-------------|------|

Disclaimer: This form is our interpretation of the requirements of applicable standards and good safety practice. The responsibility for adherence to any such interpretation rests with the employer/user.

**COMPLIANT NO:****BUILDING:**

Department:  
Public Works and Infrastructure  
**REPUBLIC OF SOUTH AFRICA**

NAME:

**TEL NO:**

NAME:

**TEL NO:**

**CONTRACTOR:****ORDER NO:****CONTRACT NO:**[illegible]

| DATE | ON SITE:<br>LABOUR HOURS | ARRIVAL<br>ON SITE | DEPART<br>FROM<br>SITE | TOTAL<br>HOURS<br>ON SITE | RATE | TOTAL |
|------|--------------------------|--------------------|------------------------|---------------------------|------|-------|
|      |                          |                    |                        |                           |      |       |
|      | Artisan                  |                    |                        |                           |      |       |
|      | Labourer                 |                    |                        |                           |      |       |
|      | Labourer                 |                    |                        |                           |      |       |
|      | Labourer                 |                    |                        |                           |      |       |

| DATE | FROM WORKSHOP<br>TO SITE AND<br>BACK | STARTING<br>KMS<br>To Site | COMPLETION<br>KMS<br>WORKSHOP | TOTAL KMS | RATE | TOTAL |
|------|--------------------------------------|----------------------------|-------------------------------|-----------|------|-------|
|      |                                      |                            |                               |           |      |       |
|      | Artisan and<br>Labour Team           |                            |                               |           |      |       |

| DATE | TRAVEL HOURS        | STARTING TIME IN TRAVELLING | COMPLETION TIME IN TRAVELLING | TOTAL HOURS TRAVELLING | RATE | TOTAL |
|------|---------------------|-----------------------------|-------------------------------|------------------------|------|-------|
|      |                     |                             |                               |                        |      |       |
|      | Artisan Labour Team |                             |                               |                        |      |       |

DATE:

## Job Completed

11

OR In-progress

11

**Signature:**

☐ Yes ☐ No

☐ Yes ☐ No  
Licences software pass

was given to client (if applicable)

☐ Yes ☐ No

I have signed the register upon arrival and leaving site:

☐ Yes ☐ No

☐ The scrap materials were removed from site

☐ The scrap materials were left on site

I CERTIFY THAT I PERSONALLY CHECKED AND AM SATISFIED THAT THE WORK HAS BEEN EXECUTED SATISFACTORY AND THAT THE HOURS AND LABOUR CLAIMED FOR WORK ON SITE IS CORRECT. (HOWEVER I DO NOT CERTIFY TECHNICAL CORRECTNESS) I RECEIVED THE SCRAP MATERIALS.

NAME: \_\_\_\_\_ TELEPHONE NO: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**NB:RETAIN COPY FOR AUDIT PURPOSES.**

4.FOR DEPARTMENTAL USE ONLY.

|       |       |           |     |    |            |       |       |
|-------|-------|-----------|-----|----|------------|-------|-------|
| STATE | HIRED | INSPECTED | YES | NO | SIGNATURE: | RANK: | DATE: |
|-------|-------|-----------|-----|----|------------|-------|-------|

OFFICE &amp; DATE STAMP

## 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>                                                                                                                                                                                                                                                                                                                                                                                                            |

|    |                                                                      |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----|----------------------------------------------------------------------|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                                                      |   | <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>                                                                                                                                                                                                                                                                                                                          |



**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 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)                  | 4 | <ul style="list-style-type: none"> <li>SANAS Accredited BBBEE 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 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> <p>National Council for Persons with Physical Disability in South Africa registration (NCPDPSA).</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 BBBEE Certificate or Sworn Affidavit where applicable.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                     |
|  | 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 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> <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 BBBEE Certificate or Sworn Affidavit where applicable</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                          |

**OR**

- 1.6 Failure on the part of the tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals, if the service provider/ tenderer did not submit proof or documentation required to claim for specific goals will be interpreted to mean that preference points for specific goals are not claimed.
- 1.7 The organ of state reserves the right to require of a service provider/tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

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

- competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
  - (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
  - (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
  - (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

### 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

#### 3.1. POINTS AWARDED FOR PRICE

##### 3.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps} = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right) & \mathbf{or} & \mathbf{Ps} = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)
 \end{array}$$

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:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps} = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) & \mathbf{or} & \mathbf{Ps} = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)
 \end{array}$$

Where

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

$P_{max}$  = 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<br>(80/20 system)<br><br>(To be completed by the organ of state) | Number of points claimed<br>(80/20 system)<br><br>(To be completed by the tenderer) |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1. An EME or QSE (or any entity for procurement transaction with rand value greater than R1 Million) which is at least 51% owned by black people | 10                                                                                          |                                                                                     |

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

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 ..... ☐ 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/<br>Passport number<br>and Citizenship## | Percentage<br>owned | Black                                                    | Indicate if<br>youth                                     | Indicate if<br>woman                                     | Indicate if<br>person with<br>disability                 | Indicate if living in<br>Rural (R) / Under<br>Developed Area (UD) /<br>Township (T) / Urban<br>(U).          | Indicate if<br>military<br>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)

<sup>1</sup> EME: Exempted Micro Enterprise

<sup>2</sup> 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 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.

## **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.