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

THE DEPARTMENT OF PUBLIC WORKS INVITES BIDDERS FOR THE PROVISION OF:

Project description:	DEVELOPMENT OF GIAMA REGULATIONS						
Quote no:	182A4238						
Closing time:	11H00	30 days					

Bidders who do not comply to the below criteria may be disqualified

Only bidders who complies with the following Pre-qualification criteria for Preferential Procurement will be considered:

A tenderer having stipulated minimum B-BBEE status level of contributor;
OR
│ │ │ │ │ │ │ Level 2

Points scoring system applicable for this bid:

Price weighting applicable to this bid:

	Weighting percentage (must add up to 100 %)
Price:	100% of 80 points
Total:	100%

TAX INFORMATION

The taxes of the successful bidder must be in order at all times. Should the department find that the tax matters are not in order; 3 days may be given to the service provider to rectify the situation, or satisfactory arrangements must be made with the Receiver of Revenue to meet the bidder's tax obligations. Written confirmation is required. Bidders who fail to meet this requirement will lead to disqualification

Effective date August 2017

PART A PA-32: INVITATION TO BID

PA-32: INVITATION TO BID								
YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)								
BID NUMBER: 182A4238	CLOSING D			25/02/2	021	CLOS	SING	TIME: 11:00AM
DESCRIPTION DEVELOPMENT				A MOITT	EN 00	NTD A OT FOR	NA /D	DIMO 4 4 OO - DRIMO 4 O OO)
THE SUCCESSFUL BIDDER WILL BE BID RESPONSE DOCUMENTS MAY BE					EN CO	NIKACIFUR	KIVI (DI	PW04.1 G5 or DPW04.2 G5).
SITUATED AT (STREET ADDRESS)								
CNR MADIBA AND BOSMAN S	TREETS							
256 CENTRAL GOVERNMENT	OFFICES;							
OR EMAILED TO:								
ndpwquotations@dpw.gov.za								
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:		
B-BBEE STATUS LEVEL	Yes					EE STATUS		Yes
VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	□No				LEVE AFFI		П	No
IF YES, WHO WAS THE				I	7 11 11 12	27.1711		
CERTIFICATE ISSUED BY?		Λ N I Λ /	COLINITINI		D A C (CD IV	I THE CLOSE CORPORATION
AN ACCOUNTING OFFICER AS		ACT (3 OFFICE	N AS C	CONTEMPLAT	בט ווי	THE GLOSE CORPORATION
CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND			ERIFICATION		ENCY ACCREDITED BY THE SOUTH AFRICAN (SANAS)			
NAME THE APPLICABLE IN THE			GISTERED		I (SAIV	40)		
TICK BOX		NAME	:					
[A B-BBEE STATUS LEVEL VERIFICATION OF THE PROPERTY OF THE PRO				N AFFID	AVIT(F	FOR EMEs&	QSE	s) MUST BE SUBMITTED IN
					ARE	YOU A FORE	IGN	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH	□Yes		□No		BAS	ED SUPPL THE GOO		☐Yes ☐No
REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS						THE GOO RVICES /WOI		[IF YES ANSWER PART B:3
/SERVICES /WORKS OFFERED?	[IF YES ENCL	OSE P	ROOF]			ERED?		BELOW]
OLONATURE OF BIRDER					DAT	_		
SIGNATURE OF BIDDER CAPACITY UNDER WHICH THIS BID					DAT	<u> </u>		
IS SIGNED (Attach proof of authority to								
sign this bid; e.g. resolution of directors, etc.)								
••••					TOT	AL BID PR	RICE	
TOTAL NUMBER OF ITEMS OFFERED					(ⁱ ALL TAXI		BLE	
BIDDING PROCEDURE ENQUIRIES M.	AY BE DIRECTE	ED TO:		TECHN			J MΔ	/ BE DIRECTED TO:

DEPARTMENT/ PUBLIC ENTITY	PUBLIC WORKS	CONTACT PERSON	Mr. Livhuwani Ndou
CONTACT PERSON	Tshwarelo Ramoleta	TELEPHONE NUMBER	012 406 1315
TELEPHONE NUMBER	012 406 1248	FACSIMILE NUMBER	
FACSIMILE NUMBER	086 272 8850	E-MAIL ADDRESS	Livhuwani.ndou@dpw.gov.za
E-MAIL ADDRESS	Tshwarelo.ramoleta@dpw.gov.za		

PART B TERMS AND CONDITIONS FOR BIDDING

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- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, 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
.c. T.	UE ANOMEDIO «NOS TO ALL OF THE ADOME, THEN IT IS NOT A DESCRIPTION TO ODTAIN A	TAY COMPLIANCE
	HE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (
REG	ISTER AS PER 2.3 ABOVE.	

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. AN ORIGINAL OR CERTIFIED COPY OF THE B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE.

Version1.6

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.

PA-11: DECLARATION OF INTEREST AND BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

Failure to complete this form in <u>full</u> and signed by the duly authorized person shall render the tender non-responsive and will be removed from any and all further contention.

Project title:	DEVELOPMENT OF GIAMA REGULATIONS				
Bid no:	4238	Reference no:	4238		

- 1. Any legal person, including persons employed by the State¹; or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest, where:
- The bidder is employed by the state; and/or

0111

- The legal person on whose behalf the bidding document is signed, has a relationship with persons/a
 person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that
 such a relationship exists between the person or persons for or on whose behalf the declarant acts
 and persons 1
- 2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

2.1	Full Name of bidder or his or her representative:
2.2	Identity number:
	Position occupied in the Company (director, trustees, shareholder ² ect
	Company Registration Number:

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer". Page 4 of 13

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

2.5	Tax Reference Number:
2.6	VAT Registration Number:
2.6	1.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.
¹ "State	e" means — (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); (b) any municipality or municipal entity; (c) provincial legislature; (d) national Assembly or the national Council of provinces; or (e) Parliament.
² "Shar	eholder" means – (a) a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercise control over the enterprise
2.7	Are you or any person connected with the bidder presently employed by the state? YES NO
2.7.1	If so, furnish the following particulars:
	Name of person / director /trustees/shareholder/ member:
	Name of state institution at which you or the person is connected to the bidder is employed
	Position occupied in the state institution:
	Any other particulars:
2.8	Did you or your spouse, or any of the company's directors / trustees/shareholders / members or their spouses conduct business with the state in the previous twelve months?
2.8.1	If so, furnish particulars:

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

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2.9		on employed by the	th the bidder, have any relation state and who may be involved.		
2.9.1	If so, furnish parti	culars.			
2.10	between the bidde		th the bidder, aware of any remployed by the state who mass bid?	-	with the
2.10.1	If so, furnish parti	culars.			
2.11	Do you or any of t		ees/shareholders/ members of es whether or not they are b		•
2.11.1	If so, furnish particu	ılars:			
3. Ful	l details of directors	s / trustees / memb	oers / shareholders.		
Full 1	Name	Identity Number	Personal Tax Reference Number	State I Number / Number	Employee Persal
				1	

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4. DECLARATION OF TENDERER / BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

4.1	Treasury's data	/ bidder or any of its direct abase as companies or pers ne public sector?		ng		
	(Companies of informed in	or persons who are listed writing of this restric	tion by the Nationa		No No	
4.2	If so, furnish pa	r the audi alteram parter	n rule was applied).			
4.2	ii so, iumisii pa	ruculars.				
4.3	Tender Default Combating of C	/ bidder or any of its director ters in terms of section 2: Corrupt Activities Act (No 12 o	9 of the Prevention and f 2004)?	nd		
		Register enter the Nation		1 00	☐ No	
	•	y.gov.za, click on the icor	C			
		r submit your written req o facsimile number (012)	1 1 0	DI		
4.4	If so, furnish pa		3203443.			
4.5	Was the tenderer / bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?					
4.6	If so, furnish pa	rticulars:				
4.7	Was any contract between the tenderer / bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?					
4.8	If so, furnish pa			,		
 5. CER	TIFICATION					
I the ur	ndersigned (full i	name)	certify that the	e information	furnished of	
this dec	claration form is t	true and correct.				
I accep	t that, in addition	n to cancellation of a cont	ract, action may be tak	ken against n	ne should th	
declara	tion prove to be f	false.				
	-					
Nam	ne of Tenderer /	Signature	Date	Positi	on	

This form has been aligned with SBD4 and SBD 8

PA-29: CERTIFICATION OF INDEPENDENT BID DETERMINATION

Titletila Use Lifective date August 2017

Project title:	DEVELOPMENT OF GIAMA REGULATIONS				
Bid no:	4238	Reference no:	4238		

INTRODUCTION

- 1. This PA-29 [Certificate of Independent Bid Determination] must form part of all bids¹ invited.
- 2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).2 Collusive bidding is a pe se prohibition meaning that it cannot be justified under any grounds.
- 3. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - disregard the bid of any bidder if that bidder, or any of its directors have a. abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - cancel a contract awarded to a supplier of goods and services if the b. supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4. This form (PA-29) serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5. In order to give effect to the above, the attached Certificate of Bid Determination (PA-29) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to

raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

l, 1	I, the undersigned, in submitting the accompanying bid:				
	(Bid Number and Description)				
in	response to the invitation for the bid made by:				
	(Name of Institution)				
	hereby make the following statements that I certify to be true and complete in every spect:				
Ιc	ertify, on behalf of: that:				
	(Name of Bidder)				
1.	I have read and I understand the contents of this Certificate.				
2.	I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.				
3.	I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder.				
4.	Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder.				
5.	For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:				

- (a) has been requested to submit a bid in response to this bid invitation;
- (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and

- (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
- 6. 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 consortium³ will not be construed as collusive bidding.
- 7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
- 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 9. 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.

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

³ 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.

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.

Name of Bidder	Signature	Date	Position

PA- 40: DECLARATION OF DESIGNATED GROUPS FOR PREFERENTIAL PROCUREMENT

1. LIST ALL PROPRIE	Percentage owned	DLDERS BY NAMI	E, IDENTITY NUM Indicate if youth	IBER, CITIZENSH Indicate if woman		ATED GROUPS. Indicate if living in Rural (R) / Under Developed Area (UD) / Township (T) / Urban (U)	Indicate if military veteran
1.	%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	_ R _ UD _ T _ U	☐ Yes ☐ No
2.	%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ R □ UD □ T □ U	☐ Yes ☐ No
3.	%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ R □ UD □ T □ U	☐ Yes ☐ No
4.	%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ R □ UD □ T □ U	☐ Yes ☐ No
5.	%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	□ R □ UD □ T □ U	☐ Yes ☐ No
6.	%	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	\Box R \Box UD \Box T \Box U	☐ Yes ☐ No

☐ Yes ☐ No

 \square R \square UD \square T \square U

 \square R \square UD \square T \square U

 \square R \square UD \square T \square U

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)

7.

8.

9.

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

%

%

%

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

¹ EME: Exempted Micro Enterprise

² QSE: Qualifying Small Business Enterprise

Request for Quotation (Head Office only)

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;
- 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;
- 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;
- The Tenderer accepts that the Employer may exercise any other remedy it may have in law and in the Contract, including a claim for damages for having to accept a less favourable tender as a result of any such disqualification due to misrepresentation or fraudulent information provided herein;
- Any further documentary proof required by the Employer regarding the information provided herein, will be submitted to the Employer within the time period as may be set by the latter;

Signed by the Tenderer					
Name of representative	Signature	Date			

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

Effective date August 2017

Version1.6

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