

INVITATION FOR QUOTATIONS

LATE SUBMISSION OF BIDS WILL NOT BE ACCEPTED.

QUOTATION NUMBER:	Q040/2024/2025					
DESCRIPTION:	PLANTS, INSPECTION (SERVICE PROVIDER TO DO PROCESS AUDITS OF WASTEWATER PLANTS, INSPECTION OF SEWER RETICULATION NETWORK & PUMP STATIONS, AND REVIEW OF WASTEWATER RISK ABATEMENT PLAN. (RE-ADVERT)				
THE OFFER CONTAINS		MQD1, MQD 2, MQD 3.1, MQD 4, listing criteria, MQD6, MQD 6.1, MQD 6.2 (if applicable) MQD 8, MQD 9 and General Conditions of Contract				
NAME OF BIDDER						
Email address and telephor	ne number					
PHYSICAL TRADING OFF	ICE ADDRESS					
SCOA BUDGET VOTE NO		2862 232 3600 WAM RC ZZ WM				
PREPARED FOR: Ms. M Bogacwi SOL PLAATJE MUNICIPALITY PRIVATE BAG X5030 KIMBERLEY 8300		PREPARED BY: B. Nkoe 24 January 2025				
CLOSING DATE: 28 Febru	uary 2025	TIME: 10:00				

INVITATION OF QUOTATION FOR GOODS AND SERVICES ABOVE R30 000 BUT NOT EXCEEDING R300 000

Q040/2024/2025 – SERVICE PROVIDER TO DO PROCESS AUDITS OF WASTEWATER PLANTS, INSPECTION OF SEWER RETICULATION NETWORK & PUMP STATIONS, AND REVIEW OF WASTEWATER RISK ABATEMENT PLAN. (RE-ADVERT)

Directorate	Infrastructure
Section	Water and Sanitation
Contact person	M. Bogacwi
Telephone	083 465 7243
Date	24/01/2025
Reference No	Q040/2024/2025

Documents are obtainable from: SCM Contract Department, Abattoir Road, Stores Complex (Opposite Security), Kimberley Telephone: 053 830 6180 or

One complete set of documents is available to download from http://www.solplaatje.org.za at no cost.

ANY QUOTE WILL NOT NECESSARILY BE ACCEPTED AND THE COUNCIL RESERVES THE RIGHT TO ACCEPT THE WHOLE OR ANY PART OF ANY QUOTE

QUOTATIONS SUBMITTED WILL ONLY BE CONSIDERED IF THE BIDDER HAS BEEN APPROVED ON THE CENTRAL SUPPLIER DATABASE (CSD) NATIONAL TREASURY'S WEBSITE (www.csd.gov.za). COMPLETE AND SUBMIT ALL DOCUMENTS AS PER THIS QUOTATION DOCUMENT INCLUDING LISTING CRITERIA, MQD DOCUMENT IN THE ATTACHED DOCUMENT AND THE BIDDER MUST COMPLY WITH THE REQUIREMENTS OF THE SPECIFICATIONS.

GENERAL CONDITIONS

Quotations must be submitted using this official quotation form.

THE FOLLOWING PARTICULARS MUST BE FURNISHED						
YOU ARE HEREB	Y INVITED TO BID FO MU	OR THE REGULIT		THE SOL PLA	ATJE	
BID NUMBER:	Q040/2024/2025	CLOSING DATE:	28/02/2025	CLOSING TIME:	10H00	
DESCRIPTION	SERVICE PROVIDER TO DO PROCESS AUDITS OF WASTEWATER PLANTS, INSPECTION OF SEWER RETICULATION NETWORK & PUMP STATIONS, AND REVIEW OF WASTEWATER RISK ABATEMENT PLAN. (RE-ADVERT)					
One complete set of document is available at http://www.solplaatje.org.za at no cost.						
The services shall commence on the date of signing the contract, and for once-off henceforth, with an option to extend as may be agreed upon by both parties upon expiry.						
Payment must be made at the cashiers on a "NO 10 deposit slip" using the following mSCOA vote no 28562323643WWCMSZZWM						
THE SUCCESSFUL BIDDER W	ILL BE REQUIRED TO	FILL IN AND	SIGN A WRITTEN (CONTRACT - FO	ORM (MBD7).	

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT SOL PLAATJE MUNICIPALITY SCM UNIT - CONTRACTS DEPARTMENT, MUNICIPAL STORES COMPLEX ABATTOIR ROAD, ASHBURNHAM **KIMBERLEY** 8301 **SUPPLIER INFORMATION** NAME OF BIDDER **POSTAL ADDRESS** PHYSICAL TRADING **ADDRESS TELEPHONE** NUMBER CODE NUMBER CELLPHONE **NUMBER** NUMBER FACSIMILE NUMBER CODE E-MAIL ADDRESS VAT REGISTRATION

NUMB	ER					
TAX C STATU	OMPLIANCE JS	TCS PIN:		AND	CSD No:	
LEVEL CERTI	E STATUS . VERIFICATION FICATE APPLICABLE	☐ Yes	SWC	TUS EL GINAL DRN	☐ Yes	
No AFFIDAVIT No						
		AFFIDAVIT (FOR EMES & QSEs) / ME BE SUBMITTED IN ORDER QUALIF				UNT OR
In line with the is applicable:	e Preferential Procurer	nent Regulation of 2022 and SPM Preferences		urement Poli	cy, the following Sp	ecific Goals
		Ownership – as a spec				
		80/20 equal to or below R				
	0/ 0	Ownership - Black	CK ————			
	% Ownership	80/20				
	<51%	4				
	>51% <100%	6				
	100%	10				
	Locality	10				
	Total Points	20				
In line with P	PPFA 2000, section 2	2 (1) (f) the tender is subjected to the	following o	bjective crit	eria:	
The past per	formance of the bidd	er.	•	•		
Companies a	and bidders bidding a	is <u>Joint venture</u> must include <u>their co</u>	<u>onsolidated</u>			
•	Separate Tax complia Separate CSD report					
 Separate Municipal accounts for both Companies/Valid lease agreement MBD 4,8 & 9 must be completed respectively by both parties and submitted as part of the bid document 						
SOUTH AF	TED NTATIVE IN F RICA FOR THE	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU FOREIGN BASED SUPPLIE THE GOVERNORKS OFFERE	N ER FOR ODS ES	☐Yes ☐No [IF YES, ANS\ PART B:3]	VER

TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R		
SIGNATURE OF BIDDER		DATE			
CAPACITY UNDER WHICH THIS BID IS SIGNED					
SIGNATURE OF WITNESS NO 1	NAME PRI	NT			
SIGNATURE OF WITNESS NO 2	NAME PRINT				
BIDDING PROCEDURE ENQUIRIE	S MAY BE DIRECTED TO:	TECHNICAL INFORMATION MAY BE DIRECTED TO:			
DEPARTMENT	Supply Chain	Water and Sanita	tion		
CONTACT PERSON	Mrs B Nkoe	Ms. M Bogacwi			
TELEPHONE NUMBER	6172/6180	083 465 7243			
E-MAIL ADDRESS	bnkoe@solplaatje.org.za	bogacwim@solpl	aatje.org.za		

INVITATION TO QUOTATION BID

PART A INVITATION TO QUOTATION BID PART B TERMS AND PRE-CONDITIONS FOR BIDDING

- (1) NO BIDS WILL BE CONSIDERED FROM BIDDERS WHO ARE NOT REGISTERED ON THE CENTRAL SUPPLIERS DATABASE (CSD) ON THE NATIONAL TREASURY WEBSITE www.csd.gov.za
- (2) THE LISTING CRITERIA MUST BE COMPLETED IN THE DOCUMENT
- (3) NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE
- 1. BID SUBMISSION:
- 1.1. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted.
- 1.2 All bids must be submitted on the official forms provided. Bidders who have purchased the bid documents from the Municipality MUST include the proof of such purchase by including a copy of the receipt with the original bid document
- 1.3 This bid is subject to the Preferential Procurement Regulations 2022, SPM Preferential Procurement Policy, SCM Policy General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.
- 1.4 <u>No correction tape or fluid</u> may to be used on the tender document. Any errors made should be neatly crossed out and initialled by the bidder
- 1.5 All prices <u>must</u> include value added tax, bid prices excluding value added tax may not be considered. **Please** attach all annexures on the pages as indicated in the bid document

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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 Municipality to view the taxpayer's profile and tax status.
- 2.3 Application for the tax compliance status (TCS) pin may be made via e-filing through the SARS website www.sars.gov.za.
- 2.4 Foreign suppliers must complete the pre-award questionnaire in Part B Paragraph 5.
- 2.5 In bids where consortia / joint ventures / sub-contractors are involved each party must submit a separate TCS certificate / pin / CSD number.
- 2.6 All Bidders must be <u>SARS COMPLIANT</u> on Central Suppliers Database (CSD) and <u>A CURRENT PROOF</u> of compliancy and a <u>TAX COMPLIANCE STATUS CERTIFICATE</u> must be submitted with the Tender document on closing date.

Bidders are required to submit their detailed the current Central Suppliers Database (CSD) registration report (NOT the summary report) together with the bid document.

3. MUNICIPAL ACCOUNTS/ PHYSICAL TRADING ADDRESS:

- Copies of all municipal accounts, not older than 3 months or 90 days to be submitted with the bid.
- If the entity or any of its directors/shareholders /partners/members, etc. rents/leases premises a copy of the rental/lease agreement must be submitted with this bid.
- In cases where bidders use a lease premise for conducting their business, a valid lease agreement signed by both parties, which clearly stipulated who is responsible for municipal services, rates and taxes must be attached to the bid document.
- If the lessee (Bidder) is responsible for municipal services, municipal account or tax invoice of the leased premises that is not in arrears must be submitted.

NB: It is the responsibility of bidders to visit the municipal website in order to obtain details of successful/ unsuccessful information within 120 days after closure of bid. The municipal website is www.solplaatje.org.za.

4. COMPULSORY CLARIFICATION MEETINGS/ CIDB GRADINGS (IF APPLICABLE) N/A

4.1 LOCAL CONTENT: N/A

4.2 A BRIEFING SESSION: N/A

4.3 CIDB: N/A

	ו עסוט. וויא	
5.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
5.1	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
5.2	DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
5.3	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
5.4	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
5.5	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

In terms of section 13 of the Municipal Supply Chain Management Regulations No. 27636 of 30 May 2005, the Municipal Manager shall reject all bids that do not comply with the following preconditions:

- 1. Bidders that have not furnished the Municipality with his/her full names, identification number or company or other registration number and tax reference number and vat registration number, if any.
- 2. Bidders that have not submitted a valid tax clearance certificate from SARS or provided their tax compliance status pin number
- 3. Bidders that have not indicated: -
- a. Whether he/she is in the service of the state or has been in the service of the state in the previous twelve months;
- b. If the bidder is not a natural person, whether any of its directors, managers, principal shareholders, or stakeholder is in the service of the state or has been in the service of the state in the previous twelve months, or
- c. Whether a spouse, child, or parent of the bidder or of a director, manager, shareholders, or stakeholder in the previous twelve months.
- 4. Any special conditions as contained in the bid documents.

Bidders scoring the highest points or any bid will not necessarily be accepted, and the Municipality reserves the right to Sub-divide the contract and accept any portion of any bid, or determine a multiple award.

Bids will be evaluated in terms of the approved point system (80/20) 80 points for price and 20 for specific goals or (90/10) 90 points and 10 for specific goals. Tender validity period should be for 120 days.

NO BIDS by FAX or by E-MAIL WILL BE ACCEPTED.

Sealed bids must be clearly marked with the following bid number and description:

CONTRACT NUMBER: **Q040/2024/2025**

DESCRIPTION: SERVICE PROVIDER TO DO PROCESS AUDITS OF WASTEWATER PLANTS, INSPECTION OF SEWER RETICULATION NETWORK & PUMP STATIONS, AND REVIEW OF WASTEWATER RISK ABATEMENT PLAN. (RE-ADVERT)

DROP AT THE TENDER BOX (OPPOSITE SECURITY)

ADDRESSED TO: THE MUNICIPAL MANAGER

MUNICIPAL STORES COMPLEX

ABATTOIR ROAD

ASHBURNHAM

Kimberley

Closing date 28 February 2025 Time 10H00

IT IS THE PROSPECTIVE BIDDERS RESPONSIBILITY TO OBTAIN BID DOCUMENTS IN TIME TO ENSURE THAT RESPONSES REACH SPM, TIMEOUSLY. THE MUNICIPALITY SHALL NOT BE HELD RESPONSIBLE FOR DELAYS IN THE POSTAL/ COURIER SERVICES.

Bids will be opened in public in the SCM OFFICES, STORES COMPLEX, ABATTOIR ROAD, Kimberley, <u>immediately after closing time and date.</u>

INVITATION FROM: MUNICIPAL MANAGER

CIVIC OFFICES, SOL PLAATJE DRIVE

PRIVATE BAG X5030 KIMBERLEY, 8300

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

SIGNATURE OF BIDDER:	
CAPACITY UNDER WHICH THIS BID IS SIGNED:	
DATF.	

Certificate of Attendance of Clarification Meeting on Site (if applicable)

NOTE: If the attendance register was signed at the clarification meeting held at the SCM Boardroom, the name of the signatory shall be inserted on this page and the authorized signatory shall sign this page.

If attendance register has been signed at the clarification meeting:	
Name of person appearing on attendance register:	
Representative organization name on attendance register:	
If the attendance register has not been signed at the clarification meeting.	
This is to certify that I,	
telephone number	
e-mail	
attended the bid clarification meeting (date)	
in the company of (Employer's Line Manager / Engineer's representative)	
EMPLOYER'S LINE MANAGER / ENGINEER'S REPRESENTATIVE:	

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

(FAILURE TO DO SO MAT RESULT IN TOUR BID BEING DISQUALIFIED)
NAME OF BIDDER
POSTAL ADDRESS
STREET ADDRESS
TELEPHONE NUMBER CODENUMBER
CELLPHONE NUMBER
EMAIL ADDRESS
FACSIMILE NUMBER CODENUMBER
VAT REGISTRATION NUMBER
HAS A VALID TAX COMPLIANCE STATUS PIN CERTIFICATE BEEN ATTACHED OR PROVIDED THEIR TAX COMPLIANCE STATUS PIN NUMBER?
HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (MBD 6.1)
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)
A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM (SANA
A REGISTERED AUDITOR
(Tick applicable box)
(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE) ARE YOU THE ACCREDITED REPRESENTATIVE?
IN SOUTH AFRICA FOR THE GOODS/SERVICES/WORKS OFFERED? (IF YES ENCLOSE PROOF) YES NO
SIGNATURE OF BIDDER
DATE
CAPACITY UNDER WHICH THIS BID IS SIGNED
TOTAL NUMBER OF ITEMS OFFERED

ATTACH VALID JOINT VENTURE AGREEMENT HERE (if applicable)							

MQD 2

ATTACH TAX COMPLIANCE STATUS PIN CERTIFICATE

HERE

ATTACH MUNICIPALITY ACCOUNT 90 DAYS AND OR VALID LEASE AGREEMENT

Sol Plaatje Municipality



SOL PLAATJE MUNICIPALITY, KIMBERLEY **MANDATORY** LISTING CRITERIA

	We Serve								
CEN	NTRAL SUPPLIER DATABASE REG	ISTRATION NUM	BER (CS	SD):					
1	Company name								
		Telep	hone Nu	ımber:	Fa	x Number:		Cell phone	number:
2	Contact details								
	Email address								
	Contact person:								
3	Postal Address:								
4	VAT registered	Yes □	No □]	If regi	stered, VA7			
	Cottlement discount allowed			0/		tration No:			dove
5	Settlement discount allowed			%	For p	ayment with	nin		days
0	Dardy assessment districts	A	NI					Daniel No.	
6	Bank account details	ACCO	unt No.:					Branch No.:	
	Bank Name								
	Branch Name								
	Bank account type								
7	Business Municipal Rates and ** A current (30 days) account								
	case of a Landlord responsible				_				
8	to this document ** Located in Sol Plaatje Municip	aal Araa		Yes				No □	
_	% owned by black male:		0/			v blook fom			%
9	-					-			
	% owned by black youth: % owned by disabled persons		_	/0 (JWIIEG D	y wille leili	aie		/0
10	B-BBEE status level of contrib		_ /0						
10									
11	Indicate main sector. Please s Catering and Accommodati			I Ĉ Cc	mmerc	ial agents	(Doct	ors Lawvers	Audit firm
	booking keeping, Pharmac	_				_		-	
								_	
	road works 🗀 Electrical se	9	•		•	•			J
	services- Lawnmower Fl					-			
	Office equipment 🗀 Plant I	hire PPE- ma	sk, sanit	tizer, sa	afety eq	uipment 🗆	□ Rep	pairs, motor pa	rts and
	retail (accredited agency)	☐ Stationery ☐	Supplie	r of pu	mps, pi	pes, steel a	and m	naintenance or	installation,
	and irrigation system⊡ Tra	ining services e	.g. work	shops	□ Tran	nsportation	(car	rental, flight, a	nd buses
	and driving school⊡ Unifor	rm Security se	ervices						
12	Amount full time	Annual				Asse	t Valu	e (Excluding fixe	d property)
	employed staff:	Turnover: R				R			
13	It is the responsibility of the Su	upplier/Bidder to ir	nform Sol	l Plaatje	Municip	pality of any	chan	ges during the	
	contract period NAME (PRINT)			CIC		\			
	NAME (PRINT)			SIC	JNA I UR	(E:			
	CAPACITY:								
	WITNESS (NAME):				SIGNAT	URE:			
ŀ	DATE:								

ATTACH CSD REPORT REGISTRATION HERE

Q040/2024/2025 – SERVICE PROVIDER TO DO PROCESS AUDITS OF WASTEWATER PLANTS, INSPECTION OF SEWER RETICULATION NETWORK & PUMP STATIONS, AND REVIEW OF WASTEWATER RISK ABATEMENT PLAN. (RE-ADVERT)

- THIS BID WILL NOT BE CONSIDERED IF THIS PAGE IS NOT FULLY COMPLETED.
- PRICES ALTERED BY MEANS OF CORRECTION FLUID WILL NOT BE CONSIDERED
- THE QUOTE WILL BE EVALUATED ON THE TOTAL PRICE AND NOT PER LINE ITEM
- ANY QUOTE WILL NOT NECESSARILY BE ACCEPTED AND THE COUNCIL RESERVES THE RIGHT TO ACCEPT THE WHOLE OR ANY PART OF THE QUOTE.

In order to improve wastewater quality management, Sol Plaatje Local Municipality is required to conduct annual process audit of its wastewater systems. This will confirm current status, identify gaps and recommend actions to be taken to close gaps.

Scope of work

The municipality owns and operates three wastewater treatment works within its jurisdictional area:

- 1. Homevale wastewater Treatment Works (about 48ML/day)
- 2. Beaconsfield wastewater Treatment Works (about 8ML/day).
- 3. Richie wastewater Treatment Works (about 2ML/day)

The appointed service provider must:

- a. Conduct assessment of process operation, maintenance and control as per Greendrop Process Audit Guidelines.
- b. Produce a process audit report of the assessment, with findings and recommendations for improvement.
- c. Inspect sewer network and 38 sewer pumpstations, compile and submit a comprehensive report.
- d. Review the wastewater Risk Abatement plan for 3 wastewater plants.

FUNCTIONALITY CRITERIA

No#	Description	Points Breakdown
	A registered Professional Scientist or Professional Engineer attached certificate.	
1	a) 5 years b) 3 years c) 1 year d) Less than 1 year	50 30 15 5
	Previous similar or related projects successfully completed: A completion certificate must be submitted.	
2	a) 5 projects b) 3 projects c) 2 projects d) 1 project	50 30 15 5
	Total Points	

The bidder is required to obtain a minimum of 65 points on functionality.

Q040/2024/2025 – SERVICE PROVIDER TO DO PROCESS AUDITS OF WASTEWATER PLANTS, INSPECTION OF SEWER RETICULATION NETWORK & PUMP STATIONS, AND REVIEW OF WASTEWATER RISK ABATEMENT PLAN. (RE-ADVERT)

Pricing Schedule

No	Description	Quantity	Price
1	Annual Process Audit as detailed on the specifications: a. Homevale Wastewater Treatment plant b. Beaconsfield Wastewater Treatment plant c. Richie Wastewater Treatment plant	1 1 1	R R R
2	Inspection of sewer network and 38 sewer pump station to: a. Homevale Wastewater Treatment plant b. Beaconsfield Wastewater Treatment plant c. Richie Wastewater Treatment plant	1 1 1	R R R
3	Review of Wastewater Risk Abatement plan: a. Homevale Wastewater Treatment plant b. Beaconsfield Wastewater Treatment plant c. Richie Wastewater Treatment plant	1 1 1	R R R
	s	UB-TOTAL	R
		R	
	NE	R	

Special Condition:

Professional Scientist or professional engineer, the bidder must submit the certificate. Evaluation will be made based on the post-registration (professional) experience.

	N.B: This form must be signed by the bidder and witnessed. Removal of any of the details from the tender documents may disqualify the tender.				
Bids	ML	<u>IST</u> comply with the following Spe	cial conditions of Contract w	here applicable:	
()	Period required for delivery		days	
(O .	Completion of Project		weeks	
	-				
		 Does the offer comply with the 	he specification(s)?		YES NO
		 Delivery basis 			YES NO
(Э	Settlement Discount Allowed			
		C		% 30 days	
		C		% 15 days	
(O	Value added Tax as well as Deliv	very Costs to the Municipal S	Stores must be included in ALL Pl	RICES
		BIDDER SIGNATURE	•	DATE:	-

DECLARATION OF INTEREST

BIDDERS WHO FAIL TO DECLARE ACCURATELY AND HONESTLY SHALL BE DISQUALIFIED. SHOULD YOUR INTEREST BE DISCOVERED AFTER THE AWARD OF THE CONTRACT THE MUNICIPALITY SHALL TERMINATE YOUR CONTRACT ON THE BASIS OF THE ABOVE.

- 1. No bid will be accepted from persons in the service of the State¹. (Employed by the State)
- 2. Any person, having a kinship with persons in the service of the State (Employed by the State), including a blood relative, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating / adjudicating authority.

3.	In order to give effect to the above, the following questionnaire must be completed and s	submitted with the bid.
	3.1 Full Name of bidder or his or her representative:	
	3.2 Identity Number:	
	3.3 Position occupied in the Company (director, trustee, hareholder²)	
	3.4 Company Registration Number:	
	3.5 Tax Reference Number:	
	3.6 VAT Registration Number:	
	3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.	
	3.8 Are you presently in the service of the State? (Employee of the State)?	YES NO
	3.8.1 If ves. furnish particulars	

¹MSCM Regulations: "in the service of the State" means to be –

- (a) a member of -
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of 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);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9	Have you been in the service of the State (employee of the State) for the past twelve months?	YES N	NO
	3.9.1 If yes, furnish particulars		
3	Do you have any relationship (family, friend, other) with persons in the service of the State State) and who may be involved with the evaluation and or adjudication of this bid? YES / NO	(employed by	the
	3.10.1 If yes, furnish particulars.		
3.11	Are you, aware of any relationship (family, friend, other) between any other bidder and any perservice of the State (employed by the State) who may be involved with the evaluation and or		— of
_	this bid? YES / NO 3.11.1 If yes, furnish particulars		_
3.12	Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in the service of the State (employed by the State)?	YES N	0
	3.12.1 If yes, furnish particulars.		_
3.13	ARE ANY SPOUSE, CHILD OR PARENT OF THE COMPANY'S DIRECTORS, TRUSTIC PRINCIPLE SHAREHOLDERS OR STAKEHOLDERS IN THE SERVICE OF THE STATE (EN STATE)	EES, MANAG MPLOYED BY	/ THE
	3.13.1 If yes, furnish particulars		
_			-

		BIDDING FOR THIS CONTRACT.	120 110
	•	er companies as reflected on CS	•
No#	Name of Director	HER COMPANIES IN THE BELOW TA Company name	CSD Number
1.			
2.			
3.			
4.			
5.			
6.			
Full details of	directors / trustees / members / sh	nareholders.	
	Full Name	Identity Number	State Employee Number
ECLARATIO			
		ED IN PARAGRAPHS 2 and 3 ABO	
		BID OR ACT AGAINST ME IN TER HOULD THIS DECLARATION PRO	
ENERAL CON			
ENERAL COI			

THE MBD4 IS MANDATORY MUST BE COMPLETED AND SIGNED BY THE BIDDER
BIDDER MUST UPDATE MBD 4 DOCUMENT ANNUALLY IN LINE WITH SCM POLICY

4.

Position

(Print) Name of bidder

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 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The 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 (even in the case of a tender for income-generating contracts) shall be awarded for:
 - (a) Price; and
 - (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a 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).

90/10

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

80/20

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

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

$$Ps = 80\left(1 - rac{Pt - P\,min}{P\,min}
ight)$$
 or $Ps = 90\left(1 - rac{Pt - P\,min}{P\,min}
ight)$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

$$Ps = 80\left(1 + rac{Pt-P\,max}{P\,max}
ight)$$
 or $Ps = 90\left(1 + rac{Pt-P\,max}{P\,max}
ight)$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below 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 1: Specific goals for the tender and points claimed are indicated per the table below.

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
% Ownership	80/20	
<51%	4	
>51% <100%	6	
100%	10	
Locality	10	
Total points	20	

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:	

ATTACHED CERTIFIED COPY OF THE B-BBEE / SWORN AFFIDAVIT CERTIFICATE, CSD.

	y agreements relati	ng to facilities sh	ared:		
FACILITY	MONTHLY	RENTAL	AMOUNT	OWNER	AGREEMENT VERBAL/WRITTEN
Did the firm	n exist under a prev	ious name? (√ ti	ck one box)		
Identify any ov	wner or shareholder	nd who were the			has duties in another busir
	which has also ten	dered for this cor	ntract.		
enterprise, OWNER/	NAME & AI OF OTHE		ITLE IN OTHER FIRM	% OWNERSHIP	TYPE OF BUSINESS OF OTHER FIRM
OWNER/					

MQD 6.1.1

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the firm, affirms that:

- (i) the information furnished is true and correct;
- (ii) no part of this contract, other than stated at the time of bid or application, will be subcontracted to other parties.
- (iii) the signatory to the bid document is duly authorised thereto;
- (iv) documentary proof regarding any bidding issues will, when required, be submitted to the satisfaction of the Municipality.
- (v) Upon detecting any false claim or statement will result in the de-registration and the bidder will be prevented from participating in future contracts for a period of three (3) years.

N.B: THE MBD 6.1.1 IS MANDATORY MUST BE COMPLETED AND SIGNED BY THE BIDDER AND WITNESSES

SIGNATURE:	
NAME: (PRINT)	
DULY AUTHORISED TO SIGN ON BEHALF OF _	
ADDRESS	
TELEPHONE NO	
DATE	
WITNESS (1)	NAME (PRINT)
WITNESS (2)	NAME (PRINT)

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

Penalty: -

Upon detecting any false claim or statement hereunder will result in the bidder's de-registration and the bidder will be prevented from participation in future contracts for a period of three (3) years.

- 1 This Municipal Bidding Document must form part of all bids invited.
- It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- The bid of any bidder may be disregarded if that bidder, or any of its directors have
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector?	Yes	No
	(Companies or persons who are listed on this database were informed in writing		
	of this restriction by the National Treasury after the audi alteram partem rule was		
	applied).		
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? To access this Register enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.	Yes	No 🗌
4.2.1	If so, furnish particulars:		
4.3	Was the 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?	Yes	No
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.4.1	If so, furnish particulars:		

CERTIFICATION

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF SHOULD THIS DECLARATION PROVE TO BE FALSE.	DECLARATION FORM IS TRUE AND CORRECT. A CONTRACT, ACTION MAY BE TAKEN AGAINST ME
N.B: THE MBD 8 IS MANDATORY MUST BE COMPLETE	ED AND SIGNED BY THE BIDDER AND WITNESSES
Signature	 Date
Position	Name of Bidder
I confirm that I am duly authorized to sign this contract.	WITNESSES
NAME (PRINT)	1
CAPACITY SIGNATURE	Name Print
NAME OF FIRM DATE	2
	Name Print

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids invited.
- 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). Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 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:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- This MBD 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.
- In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

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

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

i, the undersigned, in submitting the accompanying bid:	
(Bid Ref Number and Description)	
in response to the invitation for the bid made by:	
(Name of Institution)	
do hereby make the following statements that I certify to be true and complete in	every respect:
I certify, 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
- 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 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.

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.

10. 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.

11. N.B: THE MBD 9 IS MANDATORY MUST BE COMPLETED AND SIGNED BY THE BIDDER AND WITNESSES.

Signature	Date
Position	Name of Bidder (print)
WITNESS (1)	NAME (PRINT)
WITNESS (2)	NAME (PRINT)

ATTACH ALL ADDITIONAL ANNEXURES HERE AS PER SPECIFIC GOALS