**WEST COAST NATIONAL PARK**

**REQUEST FOR QUOTATION**

<table>
<thead>
<tr>
<th>Attention</th>
<th>To whom it may concern</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Company</td>
<td></td>
</tr>
<tr>
<td>Central Supplier Database (CSD) Code</td>
<td></td>
</tr>
<tr>
<td>CSD Unique reference number</td>
<td></td>
</tr>
<tr>
<td>Supplier Telephone / Cell Number</td>
<td></td>
</tr>
<tr>
<td>Supplier Fax &amp; E-mail address</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Quotation for Rental of Business Premises in the West Coast National Park (WCNP)</td>
</tr>
<tr>
<td>The validity period of the quotation</td>
<td>60 DAYS</td>
</tr>
<tr>
<td>Date of RFQ issue</td>
<td>06 May 2022</td>
</tr>
<tr>
<td>Deadline for submission of quote &amp; Time</td>
<td>31 May 2022 AT 11 AM</td>
</tr>
<tr>
<td>RFQ number</td>
<td>WCNP06/2022-23</td>
</tr>
</tbody>
</table>

You are requested to quote on the rental of Business Premises as detailed in the Specification / Scope of service as listed overleaf.

**Contact persons**

<table>
<thead>
<tr>
<th>For commercial questions</th>
<th>Meagan Du Plessis</th>
</tr>
</thead>
<tbody>
<tr>
<td>For technical questions</td>
<td>Ayeza Veldman</td>
</tr>
</tbody>
</table>

**Terms**

<table>
<thead>
<tr>
<th>Delivery period upon receipt of a purchase order?</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Other terms</td>
<td>National Treasury General Conditions of Contract</td>
</tr>
</tbody>
</table>

**Quality requirements**

<table>
<thead>
<tr>
<th>SABS or other sample quality verification</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Warranty/ guarantee period</td>
<td></td>
</tr>
</tbody>
</table>
Logistical Information

<table>
<thead>
<tr>
<th>Name of the Park</th>
<th>West Coast National Park</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Person</td>
<td>Ayeza Veldtman</td>
</tr>
<tr>
<td>Contact Telephone Number</td>
<td>022 707 9902 / 022 772 2144</td>
</tr>
<tr>
<td>Fax Number and E-mail address</td>
<td><a href="mailto:Ayeza.Veldtman@sanparks.org">Ayeza.Veldtman@sanparks.org</a></td>
</tr>
<tr>
<td>Physical street address</td>
<td>West Coast National Park, Main Street</td>
</tr>
<tr>
<td>City and Province</td>
<td>Langebaan, Western Cape</td>
</tr>
</tbody>
</table>

NB:
- Please indicate clearly in your submission the sites for which your company has quoted. The bids will be evaluated as such
- The service provider must have been registered on National Treasury Central Supplier Database (CSD). Proof must be submitted with the quotation submission. No award will be made to a service provider whose tax matters are not in order with SARS. To claim preference points, please submit together with this RFQ your valid BBBEE Certificate or BBBEE Sworn Affidavit

1. SCOPE OF WORK

1.1. Geelbek restaurant
The area includes the current restaurant site of the Geelbek precinct and this includes:
- Kitchen
- Lawn area for seating
- Internal rooms
- Ablution facilities – the operator will be responsible for cleaning and maintaining the facilities
The facility will be made available voetstoots
The operator will be required to provide their furniture, equipment, etc as required
No overnight accommodation will be provided for staff
Water and electricity are available and will be levied at a standard tariff.
No open fires will be permitted on site
The operator will be responsible for its waste removal and waste management.
General neatness of the facility will be the responsibility of the operator

1.2. Preekstoel
A mobile unit is required, space will be allocated for such a unit, please see the map for the exact location.
After-hours parking area for mobile unit can be made available at Geelbek at own risk if required
The operator will be responsible for his storage of stock and related items.

A maximum number of two mobile units located at Preekstoel will be permitted.

All cooking must be done using gas.

The operator will be permitted to use a generator with a suitable silencer.

The operator will be responsible for its waste removal and water management.

No open fires will be permitted on site, only gas-operated equipment can be used for cooking purposes.

2. Service description and scope of work

The West Coast National Park (WCNP) is one of 19 National Parks managed by South African National Parks (SANParks). The azure waters of the Langebaan Lagoon, which is the focal point of the West Coast National Park. Thousands of seabirds roost on sheltered islands. During spring the strandveld is embroidered with a tapestry of multi-hued flowers, while in the Postberg section many antelope are to be seen in a setting that is as unique as it is idyllic.

SANParks, as a parastatal organ of the state, wishes to promote entrepreneurship and support of SMMEs as a driver of the local economy. To this end, WCNP wishes to invite prospective commercial operators and traders to quote on the Rental of Business Premises for commercial purposes.

The locations of the Business Premises for rent are confined to the WCNP Geelbek and Preekstoel sections of the Park. Both locations are high-intensity leisure zones where the main characteristic is that of a high-density tourist development node with amenities such as shops, restaurants, and interpretive centres. See the WCNP Park Management Plan page 20 for more details. In terms of the Park Management Plan, WCNP makes provision for a Tourism Product Development Framework. This details a guideline to inform the development potential of the Park. Identified opportunities remain subject to comprehensive feasibility studies and applicable permitting requirements before implementation. Therefore, listing an activity does not automatically result in development or implementation.

The opportunities identified for the sites include:

- Food and edible item sales where food is pre-packaged or prepared and sold on-site. Examples of the products that may be sold include sandwiches, burgers, sausage rolls, crisps, chocolate bars or similar, soft-serve ice cream or similar.
- At the Preekstoel facility, the sale of braai wood and firelighters will be permitted.
- Beverage sales where beverages may be sold on-site in the form of a variety of hot or cold drinks (beverages sold on-site excludes alcoholic drinks, hot or cold). Examples of the products that may be sold include bottled water, fizzy drinks, coffee, and fruit juice.
• Consideration can be given for the sale of alcoholic beverages at the Geelbek facility only, provided that the operator has a valid liquor license.

• Undertaking to take all reasonable steps in conducting the Project to prevent and limit the occurrence of any environmental or health hazards and to ensure the health and safety of the Private Parties and the public.

• Acknowledgment that SANParks has an active role to play in ensuring Responsible Tourism following SANS 1162 in all of its National Parks. SANParks will therefore require that commercial operators that operate in National Parks must subscribe to the same standards when operating commercial outlets in National Parks.

• Where fish might be part of the menu, the Operator must subscribe to the South African Seafood Initiative (SASSI) and only sell fish with green status or that is SASSI certified.

SANParks will only consider applications that fall within the listed activities.
Trading may take place out of a mobile facility placed within the defined footprint of the trading space. Each trading site has a pre-determined location and footprint (extent) from which the trader may not deviate.
The trader must include in their submission:
• Which site(s) are being tendered for;
• Full description of the proposed business operation to take place on-site;
• Price quoted for each site being tendered on;
• All SBD documentation is included in this bid;
• Valid Tax Clearance documentation;

Information provided by the Operator in the Quotation shall constitute a binding offer to the WCNP that shall form part of any subsequent contract between the parties.

2.1. Location:
Two locations in the WCNP that form a part of this bid:

<table>
<thead>
<tr>
<th>Site Name</th>
<th>Product/Service</th>
<th>GPS Coord</th>
<th>Extent</th>
<th>Water available</th>
<th>Electricity available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geelbek Precinct</td>
<td>Food &amp; Beverage</td>
<td>33°11'43.75&quot; S 18°7'27.43&quot; E</td>
<td>5828 square metres</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Outlet</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preekstoel</td>
<td>Food &amp; Beverage</td>
<td>33°8'53.46&quot; S 18°1'52.56&quot; E</td>
<td>20 square metres</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Outlet</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2.2. Operative Specification

The successful commercial operator will be expected to familiarise themselves with and be in compliance with the following legislation/operational plans whilst operating a business in the National Park:

- National Environmental Management: Protected Areas Act 57 of 2003;
- West Coast National Park: Park Management Plan for the period 2013 – 2023
- National Environmental Management: Biodiversity Act 10 of 2004
- Relevant OEMP or SOP for trading within the National Park

3. Service Levels

The commercial operating contract will be for fifteen (15) months for Geelbek and Preekstoel. The operator for the Geelbek site will be required to operate every day, for Preekstoel, the commercial operating contract will be from August to September (every day) and from 15 December to 15 January (every day). For the remainder of the period at Preekstoel, the commercial operator must operate on weekends but will have an option to operate during the week when required.

Operating hours: 09:00 to 17:00, special arrangements can be made for the extension of operating hours if required.

4. Special Conditions to the Request for Quotation (RFQ)

A compulsory site visit can be arranged between 24 May – 27 May 2022, between 9:00 and 15:00. Arrangements for the site visit should be made with Ayeza Veldtman, contact details: Ayeza.Veldtman@sanparks.org or 022 707 9902 / 3.

No open fires will be permitted at either of the two sites, only gas-operated equipment can be used for cooking purposes.

Consideration could be given for the sale of alcoholic beverages at the Geelbek facility only, provided that the operator has a valid liquor license.

4.1. Quotation price

- These requirements are only minimum. It is required that the commercial operator familiarise himself/herself with the details of the sites to be serviced for him/her to quote accordingly.
- The quoted price must be in South African Rands and be inclusive of 15% Vat.
- In promoting SMMEs and unlocking opportunities within WCNP, we reserve the right to allocate one site per bidder
- Monthly rental to be settled in advance.
### 4.2. Pricing Schedule

<table>
<thead>
<tr>
<th>Site Name</th>
<th>Product/Service</th>
<th>Monthly Rental</th>
<th>Total for fifteen(15) months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geelbek Section</td>
<td>Food and Beverage Sales</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preekstoel Section</td>
<td>Food and Beverage Sales</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. **Period of Contract**

The commercial operating contract will be for fifteen(15) months for Geelbek and Preekstoel. The operator for the Geelbek site will be required to operate every day, for Preekstoel, the commercial operating contract will be from August to September (every day) and from 15 December to 15 January (every day). For the remainder of the period at Preekstoel, the commercial operator must operate on weekends but will have an option to operate during the week when required.

6. **General Conditions of Contract**

General Conditions of Contract (GCC) as per the National Treasury will be applied. Service providers must familiarise themselves with these conditions as they will be applicable throughout the process and during the contract.

7. **Evaluation Criteria**

Quotation submissions will be evaluated according to the prescriptions of the Preferential Procurement Policy Framework Act no 5 of 2000, the Procurement Regulations of 2017 about the Act and SANParks Procurement Policy determined within the framework of the act. 80/20 preference point system will apply.

8. **Contract Management**

The successful commercial operator will be expected to enter into a contract agreement with SANParks. The contract will include a license agreement.
9. **Evaluation Criteria**

Quotation submissions will be evaluated according to the prescriptions of the Preferential Procurement Policy Framework Act no 5 of 2000, the Procurement Regulations of 2017 about the Act and SANParks Procurement Policy determined within the framework of the act. The 80/20 preference point system will apply. Please refer to SBD 6.1 for the allocation of preference points.

**NOTE**

1. All quotations must be sent by **Fax OR e-mailed** in a **pdf** format and **NOT** in **Word or Excel** format.
2. Any quotation submitted after the closing date and time shall **NOT** be considered.
3. Ensure that your quotation covers **ALL** the above aspects of the RFQ.
4. **DO NOT** include insurance to your quote as SANParks provides its insurance.
5. **ALL QUOTATIONS and ENQUIRIES** are to be addressed to the sender of the Request for Quotation in Supply Chain Management.
6. SANParks reserves the right to cancel the procurement process at any time without notice, and not issue the order.
7. Conditional quotations will be subject to SANParks acceptance.
8. It is no longer compulsory for bidders to submit SBD 4, 6.1, 8 & 9 together with this RFQ on the stipulated closing date. SANParks shall request the preferred bidder to complete and submit SBD 4, 6.1, 8 & 9 before any awards are finalized. The SBD form shall be valid for twelve (12) months from the date submitted. The onus is with the awarded bidder to inform SANParks of any changes to the information provided on such SBD forms. Failure to inform SANParks of such changes on the forms in possession of SANParks and valid for 12 months will result in misrepresentation of facts or information and may result in SANParks terminating the service or contract.
9. Payment of compliant invoice will be effected within 30 days after receipt.
PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution


1. GENERAL CONDITIONS

1.1 The following preference point systems apply to all bids:

- 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 The value of this bid is estimated not to exceed R200 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

(a) Price; and

(b) B-BBEE Status Level of Contribution.

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

<table>
<thead>
<tr>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRICE</td>
</tr>
<tr>
<td>B-BBEE STATUS LEVEL OF CONTRIBUTION</td>
</tr>
<tr>
<td>Total points for Price and B-BBEE must not exceed</td>
</tr>
</tbody>
</table>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
1.6 The purchaser reserves the right to require a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim regarding preferences, in any manner required by the purchaser.

2. DEFINITIONS

(a) “B-BBEE” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

(b) “B-BBEE status level of contributor” means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

(c) “bid” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes, or proposals;

(d) “Broad-Based Black Economic Empowerment Act” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

(e) “EME” means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

(f) “functionality” means the ability of a tenderer to provide goods or services following specifications as set out in the tender documents.

(g) “prices” include all applicable taxes less all unconditional discounts;

(h) “proof of B-BBEE status level of contributor” means:

1) B-BBEE Status level certificate issued by an authorized body or person;

2) An affidavit as prescribed by the B-BBEE Codes of Good Practice;

3) Any other requirement prescribed in terms of the B-BBEE Act;

(i) “QSE” means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

(j) “rand value” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
3. **POINTS AWARDED FOR PRICE**

3.1 **THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

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

\[
Ps = 80 \left(1 - \frac{Pt - P_{\text{min}}}{P_{\text{min}}} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - P_{\text{min}}}{P_{\text{min}}} \right)
\]

Where

- \(Ps\) = Points scored for the price of a bid under consideration
- \(Pt\) = Price of a bid under consideration
- \(P_{\text{min}}\) = Price of lowest acceptable bid

4. **POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR**

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution following the table below:

<table>
<thead>
<tr>
<th>B-BBEE Status Level of Contributor</th>
<th>Number of points (90/10 system)</th>
<th>Number of points (80/20 system)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>9</td>
<td>18</td>
</tr>
<tr>
<td>3</td>
<td>6</td>
<td>14</td>
</tr>
<tr>
<td>4</td>
<td>5</td>
<td>12</td>
</tr>
<tr>
<td>5</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>6</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>7</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Non-compliant contributor</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

5. **BID DECLARATION**

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete
6. **B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

6.1 B-BBEE Status Level of Contributor: = ..........(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be following the table reflected in paragraph 4.1 and must be substantiated by the relevant proof of the B-BBEE status level of the contributor.

7. **SUB-CONTRACTING**

7.1 Will any portion of the contract be sub-contracted?

*(Tick applicable box)*

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
</table>

7.1.1 If yes, indicate:

i) What percentage of the contract will be subcontracted.........................................%

ii) The name of the sub-contractor.................................................................

iii) The B-BBEE status level of the sub-contractor...........................................

iv) Whether the sub-contractor is an EME or QSE

*(Tick applicable box)*

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
</table>

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

<table>
<thead>
<tr>
<th>Designated Group: An EME or QSE which is at least 51% owned by:</th>
<th>EME</th>
<th>QSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black people</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black people who are youth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black people who are women</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black people with disabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black people living in rural or underdeveloped areas or townships</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cooperative owned by black people</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black people who are military veterans</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

OR

<table>
<thead>
<tr>
<th>Any EME</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Any QSE</td>
<td></td>
</tr>
</tbody>
</table>
8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm: ...........................................................................................................

8.2 VAT registration number: ......................................................................................................

8.3 Company registration number: ..............................................................................................

8.4 TYPE OF COMPANY/FIRM

☐ Partnership/Joint Venture / Consortium
☐ One person business/sole propriety
☐ Close corporation
☐ Company
☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

..........................................................................................................................................................
..........................................................................................................................................................
..........................................................................................................................................................
..........................................................................................................................................................

8.6 COMPANY CLASSIFICATION

☐ Manufacturer
☐ Supplier
☐ Professional service provider
☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 The total number of years the company/firm has been in business: ......................................

8.8 I/we, the undersigned, who is/are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/firm for the preference(s) shown and I/we acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are following 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of the contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

(a) disqualify the person from the bidding 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 bidder or contractor, its shareholders, and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES
1. ...........................................
2. ...........................................

SIGNATURE(S) OF BIDDERS(S)

DATE: ...........................................
ADDRESS ...........................................
...........................................
...........................................
...........................................
West Coast National Park interim trading sites

Preekstoel sites
Site 1: 20 Square metres
Site 2: 16 square metres

Geelbek Restaurant Site
5828 square metres