TERMS OF REFERENCE

APPOINTMENT OF SERVICE PROVIDER FOR THE DEMOLISHING, REMOVAL AND SAFE DISPOSAL OF ASBESTOS ROOF FROM VETERINARY WILDLIFE SERVICES, KIMBERLEY

RFQ NUMBER:

SANParks-0036-11-20
**REQUEST FOR PROPOSAL**

You are hereby invited to submit proposal / price quotation for:

**APPOINTMENT OF A SERVICE PROVIDER FOR THE DEMOLISHING, REMOVAL AND SAFE DISPOSAL OF ASBESTOS ROOF FROM VETERINARY WILDLIFE SERVICES, KIMBERLEY**

<table>
<thead>
<tr>
<th>RFQ NUMBER:</th>
<th>SANParks-0036-11-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADVERTISEMENT DATE:</td>
<td>21 July 2020</td>
</tr>
<tr>
<td>CLOSING DATE:</td>
<td>03 August 2020</td>
</tr>
<tr>
<td>CLOSING TIME:</td>
<td>12:00pm</td>
</tr>
<tr>
<td>BID DOCUMENT DELIVERY ADDRESS:</td>
<td><a href="mailto:scmquotations@sanparks.org">scmquotations@sanparks.org</a> (Please note that any submissions made to any other email other than the designated email will not be accepted)</td>
</tr>
</tbody>
</table>
| NON-COMPULSORY SITE INSPECTION: | 27 July 2020, 10:00am (Contact Rudi Williams)  
97 Memorial Road, Southridge, Kimberley.  
[Google maps](#) |
| BID VALIDITY PERIOD: | 90 days (commencing from the RFQ Closing Date) |
| TECHNICAL RELATED QUERIES | Rudi Williams (053 802 1900) / (082 887 4058)  
Rudi.Williams@sanparks.org |
| SCM RELATED QUERIES | Quinton Chetty – Quinton.Chetty@sanparks.org |
Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

Bidders shall submit proposal responses in accordance with the prescribed manner of submissions as specified above. Bids received after the time stipulated shall not be considered.

Where applicable, the successful bidder will be required to fill in and sign a written Contract Form (SBD 7).

Bidders are not allowed to contact any other SANParks staff in the context of this RFQ other than the indicated officials under SBD 1 or as indicated above.

**NB:** No proposal shall be accepted by SANPARKS if submitted in any manner other than as prescribed above.

THIS RFQ IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
**PART A**  
**INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (SOUTH AFRICAN NATIONAL PARKS)**

<table>
<thead>
<tr>
<th>BID NUMBER:</th>
<th>SANParks-0036-11-20</th>
<th>CLOSING DATE:</th>
<th>03 August 2020</th>
<th>CLOSING TIME:</th>
<th>12H00</th>
</tr>
</thead>
</table>

**DESCRIPTION**  
APPOINTMENT OF SERVICE PROVIDER FOR THE DEMOLISHING, REMOVAL AND SAFE DISPOSAL OF ASBESTOS ROOF FROM VETERINARY WILDLIFE SERVICES, KIMBERLEY

**BID RESPONSE DOCUMENTS MUST BE SENT TO THE DESIGNATED EMAIL ADDRESS**  
scmquotations@sanparks.org

**BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO**  
CONTACT PERSON  
Quinton Chetty  
TELEPHONE NUMBER  
012 426 5247  
E-MAIL ADDRESS  
Quinton.Chetty@sanparks.org

**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**  
CONTACT PERSON  
Rudi Williams  
TELEPHONE NUMBER  
053 802 1900  
E-MAIL ADDRESS  
Rudi.williams@sanparks.org

**SUPPLIER INFORMATION**

<table>
<thead>
<tr>
<th>NAME OF BIDDER</th>
<th>POSTAL ADDRESS</th>
<th>STREET ADDRESS</th>
<th>TELEPHONE NUMBER</th>
<th>CODE</th>
<th>NUMBER</th>
<th>CELLPHONE NUMBER</th>
<th>E-MAIL ADDRESS</th>
<th>VAT REGISTRATION NUMBER</th>
<th>SUPPLIER COMPLIANCE STATUS</th>
<th>TAX COMPLIANCE SYSTEM PIN:</th>
<th>OR</th>
<th>CENTRAL SUPPLIER DATABASE No:</th>
<th>MAAA</th>
</tr>
</thead>
</table>

**B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE**

- **TICK APPLICABLE BOX**
  - Yes
  - No

**B-BBEE STATUS LEVEL SWORN AFFIDAVIT**

- **TICK APPLICABLE BOX**
  - Yes
  - No

**[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) 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?**

- **Yes**
- **No**

**ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS/SERVICES WORKS OFFERED?**

- **Yes**
- **No**

**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

- IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?
  - **YES**
  - **NO**

- DOES THE ENTITY HAVE A BRANCH IN THE RSA?
  - **YES**
  - **NO**

- DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?
  - **YES**
  - **NO**

- DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?
  - **YES**
  - **NO**

- 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 BELOW.**
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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
   1.3. 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 SPECIAL CONDITIONS OF CONTRACT.
   1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).

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 VERIFY THE TAXPAYER’S PROFILE AND TAX STATUS.
   2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
   2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
   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 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
   2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.”

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: ..............................................................

CAPACITY UNDER WHICH THIS BID IS SIGNED: ..............................................................
(Proof of authority must be submitted e.g. company resolution)

DATE: ........................................................................
1. PURPOSE

The purpose of this Terms of Reference (ToR) is to invite bidders to submit a quotation for the demolishing, removal and safe disposal of asbestos roof from Veterinary Wildlife Services, Kimberley.

2. BACKGROUND

South African National Parks (SANParks) is a public entity functioning under National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003); with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: 25 public entities. SANParks' operations are totally guided by its vision statement and mission statement. As a public entity, the organisation is committed to act in pursuance of transformation of South Africa’s society in support of entrenching South Africa’s democracy. In this regard, the organisation has adopted a transformation mission to guide its efforts accordingly.
3. SCOPE OF WORK

The prospective bidder is expected to demolish, remove and safely dispose asbestos roof sheeting from the Veterinary Wildlife Services office in Kimberley situated at 97 Memorial Road (Off N12), South Ridge, Kimberley (Northern Cape).

The project will consist of the following elements:

- **The establishment on site of the Contractor’s site facilities.**

- **Removal of existing works:**
  - Demolishing of asbestos roof sheeting (750m²)
  - Removal of Whirley’s (3 extractors currently on the roof)
  - Demolish of asbestos guttering and asbestos down pipes (70m)
  - Removal of Water Cooler (1x)

- **Scaffolding**
  - Construction of scaffolding (estimated height = 6m)

- **Disposal**
  - Safe disposal of asbestos roof sheeting
  - Safe disposal of asbestos guttering and down pipes

**Status**

Should any requirement or provision in the parts of the Scope of Work conflict with any requirement of any Standardised Specification, Particular Specification, the order of precedence, unless otherwise specified, is:

- Scope of Work
- Demolition Work (Regulation 21 – ASBESTOS REGULATION)
Protection of Existing Works

The Contractor shall take all necessary steps to ascertain the location of existing services before commencing any section of the works and shall exercise the greatest care when working in the vicinity of such services.

No more than three weeks and not less than one week before commencing his operations in any particular area, the Contractor shall request in writing from the Engineer / Operations Manager the latest available drawings showing the location of services already installed.

The Contractor will also be responsible for contacting the Technical Manager or Operations Manager of the SANParks Veterinary Wildlife Services, arranging meetings and verifying all known, as well as possibly unknown, services on site. The Contractor shall take all necessary steps to protect any existing works whatsoever against damage which may arise as a result of his operations on Site. The Contractor shall bear the cost of the repair of damage to any service, the existence of which could reasonably have been ascertained by him in good time.

Where the Contractor is responsible for damage for which repairs have to be carried out by the Employer or an outside Authority, the costs of these repairs will be recovered by means of a deduction from the Contractor's Payment. The Employer will attend to the payment of monies due to outside authorities, should the Contractor not make direct payment timeously.

Tidying Up of the Works

The Contractor shall take note that progressive and systematic finishing and tidying will form an essential part of this project. On no account shall spoil, rubble, materials, equipment or unfinished operations be allowed to accumulate in such a manner as to unnecessarily be a hindrance to or impede the activities of other contractors or service providers. In the event of this occurring, the Employer shall have the right to withhold payment for as long as may be necessary in respect of the relevant works in the area(s) concerned.

Upon completion of the Works or any portion thereof, the ground, fences, gates and any structures that have been interfered with are to be carefully restored to their original condition and all rubbish, tools, tackle, plant and material must be removed so as to leave the Site in a clean and orderly condition. No additional payment shall be made for work described in this sub-section.
Before commencement of work:

The appointed contractor to ensure that:

- Asbestos material likely to become airborne must be identified
- Plan of work is developed, approved by an Approved Asbestos Inspection Authority and submitted to the Department of Labour

Ensure that during and after demolition

- All asbestos and materials containing asbestos are handled and Disposed of in accordance with Asbestos Regulations, Environment Conservation Act, 1989 (Act No. 73 of 1989), and the National Environmental Management Act, 1998 (Act No. 107 of 1998)
- Labelling, packaging, storage and transportation of Asbestos is done in accordance with Asbestos Regulations, SABS 0228, SABS 0029
- All persons exposed to or likely to be exposed to asbestos are issued with appropriate personal protective equipment and that such equipment is used properly
- The premises, structure or area are thoroughly checked to ensure that all asbestos waste has been removed.

After demolition

- Proof of disposal (Safe disposal certificate from a licenced landfill sites specifically designated for asbestos disposal)
<table>
<thead>
<tr>
<th>Item No</th>
<th>Item Description</th>
<th>Estimated Quantity</th>
<th>Total Price Excluding Vat</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Approved Work Plan by Approved Asbestos Inspection Authority and submitted to the Department of Labour</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Demolishing of asbestos roof sheeting</td>
<td>750m²</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Demolishing of asbestos gutters and asbestos down pipes</td>
<td>70m</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Removal (Transport, labour and all other related costs) of asbestos roof sheeting, gutters and down pipes and all other waste and material as per the scope of work.</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Safe Disposal of asbestos roof sheeting, gutters and down pipes (Safe disposal certificate from a licensed landfill site specifically designated for asbestos disposal)</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Preliminary &amp; General Cost</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Placement of a Safety File</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL R**

**VAT@15% R**

**GRAND TOTAL R**
4. TIMELINES

Upon appointment the recommended supplier is expected to submit a work plan for approval within 14 working days as per the scope of work. Commencement of the actual demolition must be completed within seven (7) working days after the work plan has been approved. The service provider must provide safe disposal certificate within 30 days after removal from site, from a licensed landfill site specifically designated for asbestos disposal. SANParks reserve the right to cancel the Purchase Order if the recommended bidder fails to complete all works as per the scope of work within ten (10) weeks after the date of issue of the purchase order.

5. FINANCIAL PAYMENT

Payment will be made in accordance to the PFMA (within 30 days) after completion of all works as per the scope of work.
6.1. MINIMAL RETURNABLE DOCUMENTS LIST
(Compliance to legislative and treasury requirements)

In this phase all responses received will be verified for compliance and completeness of the submitted proposal per the below set of requirements:

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of an official quotation on the company letter head
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the original or certified B-BBEE Status Level Verification Certificate or original B-BBEE Sworn Affidavit,
- Submission of fully completed SBD8 (Declaration of Bidders Past SCM Practice),
- Submission of fully completed SBD9 (Certificate of Independent Bid Determination),

6.2 MANDATORY REQUIREMENTS

- Proof of registration with National Treasury Central Supplier Database (CSD).
- Proof of registration with the Department of Labour as an Asbestos Contractor.
- Proof of registration as a CIDB grading SE 1 contractor.

7. EVALUATION CRITERIA AND WEIGHTING

The RFQ stipulated that the responses to be evaluated using the 80/20 preference points system in accordance with the PPPFA guidelines. Based on this system the points will be allocated as follows:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price</td>
<td>80</td>
</tr>
<tr>
<td>Participation Goals/BEE</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

8 EVALUATION FORMULA FOR PRICE

The following formula will be applied to calculate the scores:

Price Formula
The following PPPFA formula was used to evaluate the price proposals submitted by bidders, this formula was used because price was the only criterion that was scored i.e. the whole 80 points were allocated to price.

$$PS = 80 \left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Ps = Points scored for price of the bid under consideration.

Pt = Rand value of bid under consideration.

Pmin = Rand value of lowest acceptable bid

9 FINAL AWARD

Bidder who complies with the specifications and scores highest total points on PRICE and B-BBEE claimed points shall be awarded the contract. SANParks reserves the right not to award this contract. SANParks reserves the right to negotiate with the awarded bidder.
DECLARATION OF INTEREST (SBD 4)

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 where-

- the bidder is employed by the state; and/or

- 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 who are involved with the evaluation and or adjudication of the bid.

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:
.................................................................

2.3 Position occupied in the Company (director, trustee, shareholder²):
.................................................................

2.4 Company Registration Number:
.................................................................

2.5 Tax Reference Number:
.................................................................
2.6 VAT Registration Number:

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

2.6.1 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" 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"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises 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 / trustee / shareholder/ member:

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

Name of state institution at which you or the person connected to the bidder is employed:

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

Position occupied in the state institution:

..................................................
Any other particulars:

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

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

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

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?

YES / NO

2.7.2.1 If yes, did you attached proof of such authority to the bid document?

YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

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

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

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

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?

YES / NO

2.8.1 If so, furnish particulars:
2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?

**YES / NO**

2.9.1 If so, furnish particulars.

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2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

**YES/NO**

2.10.1 If so, furnish particulars.

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2.11 Do you or any of the directors / trustees / shareholders / members
of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES/NO

2.11.1 If so, furnish particulars:

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

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

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

3 Full details of directors / trustees / members / shareholders.

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Identity Number</th>
<th>Personal Tax Reference Number</th>
<th>State Employee Number</th>
<th>Employee Number / Persal Number</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>
4 DECLARATION

I, THE UNDERSIGNED (NAME)………………………………………………………………………………

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.......................................................... ..........................................................
Signature Date

.......................................................... ..........................................................
Position Name of bidder
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.


10. GENERAL CONDITIONS

10.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

10.2

a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or

b) Either the 80/20 preference point system will be applicable to this tender (delete whichever is not applicable for this tender).

10.3 Points for this bid shall be awarded for:

(a) Price; and

(b) B-BBEE Status Level of Contributor.
10.4 The maximum points for this bid are allocated as follows:

<table>
<thead>
<tr>
<th></th>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRICE</td>
<td>80</td>
</tr>
<tr>
<td>B-BBEE STATUS LEVEL OF CONTRIBUTOR</td>
<td>20</td>
</tr>
<tr>
<td>Total points for Price and B-BBEE must not exceed</td>
<td>100</td>
</tr>
</tbody>
</table>

10.5 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.

10.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

11. 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 in accordance with specifications as set out in the tender documents.

(g) “prices” includes 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) A sworn 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;

12. POINTS AWARDED FOR PRICE

12.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

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

Where

\[
\begin{align*}
Ps & = \text{Points scored for price of bid under consideration} \\
Pt & = \text{Price of bid under consideration} \\
P_{\text{min}} & = \text{Price of lowest acceptable bid}
\end{align*}
\]

13. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

13.1 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 in accordance with the table below:

<table>
<thead>
<tr>
<th>B-BBEE Status Level of Contributor</th>
<th>Number of points (80/20 system)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>18</td>
</tr>
</tbody>
</table>
14. **BID DECLARATION**

14.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

15. **B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

15.1 B-BBEE Status Level of Contributor: . = .......(maximum of 20 points)

(Points claimed in respect of Paragraph 6.1 must be in accordance with the table reflected in Paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

16. **SUB-CONTRACTING**

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

*(Tick applicable box)*

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>YES</td>
<td>NO</td>
</tr>
</tbody>
</table>

16.1.1 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 last 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>

17. DECLARATION WITH REGARD TO COMPANY/FIRM

17.1 Name of Company/Firm: ...............................................................................................................

24
17.2 VAT Registration Number:………………………………………………………………………………………………………

17.3 Company Registration
Number:……………………………………………………………………………………………………………

17.4 TYPE OF COMPANY/ FIRM

☐ Partnership/Joint Venture / Consortium

☐ One person business/sole propriety

☐ Close corporation

☐ Company

☐ (Pty) Limited

[TICK APPLICABLE BOX]

17.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

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

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

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

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

17.6 COMPANY CLASSIFICATION

☐ Manufacturer

☐ Supplier

☐ Professional service provider

☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

17.7 Total number of years the company/firm has been in business:.................
I/we, the undersigned, who is / are duly authorised 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 4.1 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 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 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 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.
# DECLARATION OF BIDDER’S PAST SCM PRACTICES (SBD 8)

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as an attached schedule:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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)? If Yes, furnish particulars as an attached schedule:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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? If Yes, furnish particulars as an attached schedule:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>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? If Yes, furnish particulars as an attached schedule:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Database of Restricted Suppliers and Register for Tender Defaulters resides on the National Treasury’s website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the Home Page.
CERTIFICATE OF INDEPENDENT BID DETERMINATION (SBD 9)

I, the undersigned, in submitting this Bid in response to the invitation for the Bid made by the SANParks, do hereby make the following statements that I certify to be true and complete in every respect:

- I have read and I understand the contents of this Certificate; Yes No
- I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect; Yes No
- I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder; Yes No
- Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder; Yes No

For the purposes of this Certificate and the accompanying Bid, I understand that the word “competitor” shall include any individual or organisation, 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
In particular, without limiting the generality of paragraphs 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.

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.

The terms of this 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 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

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.

STANDARD BIDDING DOCUMENTS DECLARATION
The following documents are deemed to form and be read and construed as part of this agreement even where integrated in this document:

<table>
<thead>
<tr>
<th>Declaration Pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invitation to Bid (SBD 1)</td>
</tr>
<tr>
<td>Declaration of Interest (SBD4)</td>
</tr>
<tr>
<td>Preference points claimed (SBD6.1) – Original or certified copy of B-BBEE certificate or Sworn Affidavit</td>
</tr>
<tr>
<td>Declaration of Bidder’s past SCM practices (SBD8);</td>
</tr>
<tr>
<td>Certificate of Independent Bid Determination (SBD9)</td>
</tr>
</tbody>
</table>

The obligation to complete, duly sign and submit these declarations included in this SBD declaration pack cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the legal entity.
I declare that I have had no participation in any collusive practices with any Bidder or any other person regarding this or any other procurement. I certify that the information furnished in these declarations (SBD4, SBD6.1, SBD8, SBD9) is correct and I accept that SANParks may reject the Offer or act against me should these declarations prove to be false. I confirm that I am duly authorised to sign this SBD declaration pack nominated in writing by the Chief Executive Officer or Senior Member/Person with management responsibility (Close Corporation, Partnership or Individual).

<table>
<thead>
<tr>
<th>NAME (PRINT)</th>
<th></th>
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<tbody>
<tr>
<td>CAPACITY</td>
<td></td>
</tr>
<tr>
<td>SIGNATURE</td>
<td></td>
</tr>
<tr>
<td>NAME OF FIRM</td>
<td></td>
</tr>
<tr>
<td>DATE</td>
<td></td>
</tr>
</tbody>
</table>

**WITNESSES:**

1. 

2. 

Date 

______________________________________________