TABLE MOUNTAIN NATIONAL PARK
REQUEST FOR QUOTATION

Attention
To whom it may concern

Name of Company

Central Supplier Database (CSD) Code MAAA0...

CSD Unique reference number

Supplier Telephone / Cell Number

Supplier Fax & E-mail address

Description
To supply 1x B-grade security officer for night patrols for 6 months on a month to month basis at Slangkop tented camp Kommetjie and a night rate for an additional B grade Security officer when assistance required
As per specs below

Validity period of the quotation 60 days

Date of RFQ issue 28 July 2022

Deadline for submission of quote & Time 26 September 2022 @ 10:00

RFQ number TMNP 27/2022-2023

You are requested to quote on the goods or services as detailed in the Specification / Scope of service as listed overleaf.

Contact persons
For commercial questions Zandrie van der Mescht
For technical questions Justin Buchmann

Terms
Delivery period upon receipt of purchase order? 2 days
Other terms Treasury’s General Conditions of Contract (GCC)

Quality requirements
SABS or other sample quality verification Refer to specifications
Warranty/ guarantee period

Logistical Information
Name of the Park Table Mountain National Park
Contact Person Zandrie van der Mescht
Contact Telephone Number 021 780 9100
Fax Number and E-mail address Zandrie.vandermescht@sanparks.org
Physical street address Klaasjagersberg, Plateau Road, Simon’s Town, Cape Point
City and Province Cape Town, Western Cape

NB:
- Please indicate on your quotation the lead-time (delivery period) which is required for delivery of the ordered goods / services.
• Service provider must be 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 for preference points, please submit together with this RFQ your valid BBBEE Certificate or BBBEE Sworn Affidavit and TAX Clearance Certificate.

1. SPECIFICATION

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Item Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Discount Offered</th>
<th>Total (Rand Value) Incl. Vat</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>To supply 1x B-grade security officer for night patrols for 6 months on a month to month basis at Slangkop tented camp Kommetjie: Transportation to and from site must be provided. 18:00 – 06:00 (12hrs) The following equipment is compulsory: 1. Torch with spare batteries 2. A baton and pepper spray 3. handcuffs 4. Security level certificate (certified) 5. Monthly schedule and Attendance Register 6. Transport Arrangements (vehicle registration)</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>1 x B-grade Security officer night rate 18:00 -06:00 (12hrs) (please note this is an adhoc security guard that would be required to be on duty when there are bookings at the camp)</td>
<td>1 night</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SUBTOTAL

VAT

GRAND TOTAL

2 SPECIAL CONDITIONS TO THE REQUEST FOR QUOTATION (RFQ)

2.1 Quotation price
• These requirements are only minimum requirements. It is required that supplier quote accordingly
• The quoted price must be in South African Rands and be inclusive of 15% Vat, if VAT registered vendor.
• SANParks will not allow price increase after Official Purchase Order has been issued.

3. General Conditions of Contract

General Conditions of Contract (GCC) as per National Treasury will be applied. Service providers must familiarised themselves with these conditions as they will be applicable throughout the process and during contracting.
4. **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 pertaining to 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 allocation of preference points.

5. **Contract Management**

Successful service provider will be issued with an official purchase order which will form a contract between SANParks and the service provider.

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**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 clearly covers ALL the above aspects of the RFQ.
4. DO NOT includes insurance to your quote as SANParks provides its own insurance.
5. **ALL QUOTATIONS and ENQUIRIES** are to be addressed to 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, 8 & 9 together with this RFQ on the stipulated closing date. SANParks shall request the preferred bidder to complete and submit SBD 4, 8 & 9 before any awards are finalised. The SBD form shall be valid for a period of 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 results in SANParks terminating the service or contract.

9. **Payment of compliant invoice will be effected within 30 days after receipt.**
Please complete the below SBD 1 and SBD 6.1 as well and send it back with the Request for Quotation.

**PART A**

**INVOICE TO BID**

<table>
<thead>
<tr>
<th>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/PUBLIC ENTITY)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BID NUMBER:</strong></td>
<td><strong>TMNP 27/2022-2023</strong></td>
</tr>
<tr>
<td><strong>CLOSING DATE:</strong></td>
<td><strong>26 September 2022</strong></td>
</tr>
<tr>
<td><strong>CLOSING TIME:</strong></td>
<td><strong>10:00</strong></td>
</tr>
</tbody>
</table>

**DESCRIPTION**

To supply 1x B-grade security officer for night patrols for 6 months on a month to month basis at Slangkop tented camp Kommetjie and a night rate for an additional B grade Security officer when assistance required

As per specs below

**BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)**

| Zandrie.VanDerMascht@sanparks.org |

**BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO**

| CONTACT PERSON | M. Du Plessis |
| TECHNICAL ENQUIRIES MAY BE DIRECTED TO: |
| CONTACT PERSON | Zandrie Van Der Mescht |
| TELEPHONE NUMBER | 021 712 0527 |
| TELEPHONE NUMBER | 021 780 9100 |
| FAX NUMBER | |
| FAX NUMBER | |
| E-MAIL ADDRESS | Meagan.DuPlessis@sanparks.org |
| E-MAIL ADDRESS | Zandrie.VanDerMescht@sanparks.org |

**SUPPLIER INFORMATION**

| NAME OF BIDDER |
| POSTAL ADDRESS |
| STREET ADDRESS |
| TELEPHONE NUMBER | CODE | NUMBER |
| CELLPHONE NUMBER |
| FAX NUMBER | CODE | NUMBER |
| E-MAIL ADDRESS |
| VAT REGISTRATION NUMBER |
| SUPPLIER COMPLIANCE STATUS | TAX COMPLIANCE SYSTEM PIN: |
| OR | CENTRAL SUPPLIER DATABASE No: |
| B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE | [TICK APPLICABLE BOX] |
| B-BBEE STATUS LEVEL SIGNED AFFIDAVIT | [TICK APPLICABLE BOX] |

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SIGNED AFFIDAVIT (FOR EMEs & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]
<table>
<thead>
<tr>
<th>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</th>
<th>[IF YES ENCLOSURE PROOF]</th>
<th>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</th>
<th>[IF YES, ANSWER PART B:3 ]</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes □ No</td>
<td></td>
<td>□ Yes □ No</td>
<td></td>
</tr>
</tbody>
</table>

**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 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: .................................................................
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 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
   - 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 R50 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 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.

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
development of black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black
Economic Expansion 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;

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:

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

Where

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

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 in
accordance with 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 the following:

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 in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. **SUB-CONTRACTING**

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

   *(Tick applicable box)*

   YES  NO

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)*

   YES  NO

   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>QSE</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Any QSE</th>
</tr>
</thead>
</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 Total number of years the company/firm has been in business: __________________________

8.8 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-BBEE 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 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.

WITNESSES

1. ________________________________

2. ________________________________

SIGNATURE(S) OF BIDDERS(S)

DATE: ________________________________

ADDRESS

………………………………………………..

………………………………………………..

………………………………………………..