



South African
NATIONAL PARKS

TERMS OF REFERENCE FOR APPOINTMENT OF A
SERVICE PROVIDER FOR MAINTENANCE AND
REPAIR OF LAUNDRY EQUIPMENT FOR KAROO
NATIONAL PARK FOR A PERIOD OF TWO (02)
YEARS

RFQ NO.

SANParks-7134-02-20

REQUEST FOR PRICE QUOTATIONS

You are hereby invited to submit price quotations for:

Appointment of a Service Provider for Maintenance and Repair of Laundry Equipment for Karoo National Park for a period of Two (02) Years

RFQ Number:	SANParks-7134-02-20
Advertisement Date:	5 February 2020
Closing Date:	14 February 2020
Closing Time:	12H00
Validity Period of the quotation	90 days
Bid Document Delivery Email Address:	bandisiwe.mda@sanparks.org
For Attention:	Bandisiwe Mda
Contact details	041 508 5417 / 042 233 8661

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE <i>(NAME OF DEPARTMENT/ PUBLIC ENTITY)</i>					
BID NUMBER:	SANParks-7134-02-20	CLOSING DATE:	14.02.2020	CLOSING TIME:	12H00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR MAINTENANCE AND REPAIR OF LAUNDRY EQUIPMENT FOR KAROO NATIONAL PARK FOR A PERIOD OF TWO (02) YEARS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	BANDISIWE MDA	CONTACT PERSON	BRIAN VAN DER WESTHUIZEN		
TELEPHONE NUMBER	041 508 5417	TELEPHONE NUMBER	023 415 2828		
E-MAIL ADDRESS	bandisiwe.mda@sanparks.org	E-MAIL ADDRESS	BRIAN.VANDERWESTHUIZEN@SANPARKS.ORG		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> 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?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> 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:

PURPOSE

Karoo National Park intends to enter into a contract with a reputable the service provider for maintenance and repair of laundry equipment for a period of two (02) years. Karoo National Park owns Allied Laundry equipment such as Speed Queens washing machines and tumble dryers and Tullie's (Grandimpianti) roller irons.

The required service will include but not limited to: servicing of equipment at intervals, inspection as and when required, emergency breakdown maintenance as and when required. This might include supply and installation of replacement parts depending on the service assessment.

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.

SCOPE OF WORK

- The scope of work entails servicing of laundry equipment on specific intervals and maintenance / repair work as and when the need arises.
- Maintenance work will be provided on existing and any other equipment that Karoo National Park may purchase during the contract period.
- The service provider is responsible to determine the cause of fault based on the symptom, and to effect necessary repairs to maintain the original efficiency of the equipment to acceptable standards.
- The service provider is responsible to compile a status report on each equipment and keep proper record of maintenance work performed on the equipment.
- The service provider is expected to complete any repairs or maintenance work within 48 hours after a formal request from Karoo National Park, the service provider is expected to specify the turnaround time on the quotation.
- All break-down call will be attended during the contract period.
- Supply spare parts as and when required

- All breakdown calls will be attended during the contract period as and when informed by the authorized person by telephonically or by e-mails accompanied by a formal purchase order.
- Preventive maintenance report and service report should be submitted whenever attended the breakdown and periodical maintenance period.
- Replacements of parts: Maintenance contract will cover service / labour charges & the spares used for repairing of the machines
- Quality of Spares: The spare parts supplied will be new and equivalent in performance of existing parts.
- The bidder who wishes to quote is required to visit and examine the whole systems and satisfy themselves before submitting their offer and to apprise themselves about the conditions of equipment.

THE REQUIRED SERVICES WILL INCLUDE THE FOLLOWING:

- a) Servicing of laundry equipment quarterly.
- b) Repair of laundry equipment as and when the need arises.

SERVICING OF EQUIPMENT TO BE PERFORMED AT SPECIFIC INTERVALS AND MUST INCLUDE:

- a) Cleaning of equipment
- b) Supply and replace all defected parts
- c) Supply of replacement spare parts
- d) Replace all filters
- e) Testing of equipment and checking of belts, timers, thermostat, fuses etc.
- f) Scheduled quarterly maintenance of equipment
- g) Service fee
- h) Labour rate (hourly)
- i) Travel rate (per km)
- j) Price mark-up on parts and consumables
- k) Call out fee

CONTRACT DURATION

The duration of the contract is two (02) years

PAYMENT

Payment is normally effected within 30 days from the receipts of compliant invoice. The invoicing must comply with all the financial accounting regulations

FORMAL CONTRACT

Successful service provider will be issued with a Purchase Order, and will be required to sign a SBD 7.2 which shall form of a contract between the two parties, SANParks & the service provider.

TERMINATION OF SERVICE

Aside from the expiry of the agreement, the contract between Karoo National Park (SANParks) and the service provider may be terminated for any one of the following reasons:

- 9.1 Failure to meet the minimum operational requirements of Karoo National Park (SANParks).
- 9.2 Gross negligence by the service provider or its employees
- 9.3 Failure to respond to any operational enquiries or complaints by Karoo National Park (SANParks) within a reasonable time period.
- 9.4 In addition to the above, this agreement may go out of force entirely, at any time, at the discretion of either party on condition that a period of 30 days' notice is given to the other party.

ASSIGNMENT AND SUBCONTRACTING

The service provider will not assign or subcontract any part of the contract.

STAGE ONE: MINIMUM REQUIREMENTS: COMPLIANCE SCREENING

In this phase all bids received will be verified for compliance and completeness of the submitted proposal per the below set of minimum requirements. Bidders who fail to comply with the below requirements will be eliminated and not progress to the next evaluation phase.

Bidders who comply the below requirements will progress to the next phase of the evaluation, (Stage (2): Mandatory Returnable Documents):

- Invitation to bid (SBD1) must be fully completed.
- Submission of Tax Compliance Verification Pin as obtainable from SARS
- Submission of fully completed pricing schedule (Firm Price – SBD 3.1)
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the original or certified B-BBEE Status Level Verification Certificate as issued by SANAS accredited service providers or a Sworn Affidavit signed by the Commissioner of Oath. Any copies submitted in this case should be certified.
- Submission of a fully completed SBD 4 (Declaration of Interest)
- Submission of a fully completed SBD 8 (Declaration of Bidder's Past SCM Practice)
- Declaration of a fully completed SBD 9 (Certificate of Independent Bid Determination)
- Submission of proof of registration with Central Supplier Database

MANDATORY RETURNABLE DOCUMENTS

Bidders who fail to comply with the below requirements **may** be eliminated and not progress to the next phase of evaluation. Bidders who comply with the below will progress to the next phase of Price and Preference Evaluation.

- The service provider must be a registered entity with more than five (05) years of existence in business. Submit proof of company registration (CK documents).
- The service provider must have five (05) years of experience in maintenance of Speed Queens and Tullis machines. The Tender shall provide three (03) letters for recommendation (reference letters) from previous completed projects confirming that the project was completed successfully and the quality met the project requirements and standards.
- The service provider must have qualified technicians with five (05) years of experience in service. Submit proof of qualifications and Curriculum Vitae of technicians.

STAGE 2: EVALUATION OF BID RESPONSES USING THE PRICE AND B-BBEE SCORES

Bidders who meet the minimum and mandatory requirements will progress to this final phase of Price and Preference (B-BBEE Score) points allocation systems.

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:

Criteria	Points
Price	80
Participation Goals/BEE	20
Total	100

FINAL AWARD

Bidder who obtains highest total points on PRICE and B-BBEE claimed points shall be awarded the contract. SANParks reserves the right not to appoint or to appoint one or more service providers for this project.

PRICING SHECULE Annexure C: Pricing Schedule – (SBD 3.1)

Maintenance / general repair cost as and when the need arises

Item	Description (Speed Queen Washing Machines, Speed Queens Tumble dryer and Tullis Roller Iron	Rate for Year 1	Rate for Year 2
1.	Labour cost per hour		
2.	Call Out Rate		
3.	Travel Rate per km		
4	Price mark-up percentage on parts		
TOTAL PRICE EXCL. VAT			
VAT (15%)			
TOTAL PRICE INCL. VAT			

2 YEAR CONTRACT FOR MAINTENANCE OF LAUNDRY EQUIPMENT

NAME OF PARK	Item No.	DESCRIPTION	MODEL	SERIAL NUMBER	QUANTITY	SERVICE INTERVAL	NO. OF SERVICE PER YEAR	SERVICE FEE FOR YEAR ONE INCL. VAT	SERVICE FEE FOR YEAR TWO INCL.VAT & ESCALATION	TOTAL COST FOR 2 YEARS
Karoo NP	1	Speed Queen Washing Machine	SC80ANVPU60001	608011399	1	Quarterly	4			
	2	Speed Queen Washing Machine	SCL080KNVP12501	1706035065	1	Quarterly	4			
	3	Speed Queen Washing Machine	SWNSX1SP3025Q01	1506038998	1	Quarterly	4			
	4	Speed Queen Tumble Dryer	ST075ERMMIGIQ03	603000016	1	Quarterly	4			
	5	Speed Queen Tumble Dryer	ST075EREMIA2Q01	1407026581	1	Quarterly	4			
	6	Speed Queen Tumble Dryer	SDE907QF3000	1503045176	1	Quarterly	4			
	7	Iron Machine Grandipiante	S200/30AV	J0225002554	1	Quarterly	4			
TOTAL										
TOTAL CONTRACT VALUE FOR 2 YEARS (INCLUSIVE OF VAT)										

PREFERENCE POINTS CLAIMED (SBD 6.1)

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

10.1 GENERAL CONDITIONS

10.1.1 The following preference point systems are applicable to this bid:

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

10.1.2

- 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

10.1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

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

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

10.1.5 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.

10.1.6 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.

10.2 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

- (e) Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (f) “**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;
- (g) “**functionality**” means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (h) “**prices**” includes all applicable taxes less all unconditional discounts;
- (i) “**proof of B-BBEE status level of contributor**” means:
 - 1) certificate issued by an authorized body or person; B-BBEE Status level
 - 2) prescribed by the B-BBEE Codes of Good Practice; A sworn affidavit as
 - 3) prescribed in terms of the B-BBEE Act; Any other requirement
- (j) “**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;
- (k) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

10.3 POINTS AWARDED FOR PRICE

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

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

80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

10.4 POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

10.4.1 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:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14

4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

10.5 BID DECLARATION

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

10.6 B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

10.6.1 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.

10.7 SUB-CONTRACTING

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

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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10.7.2 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	<input type="checkbox"/>	NO	<input type="checkbox"/>
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v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are youth	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are women	<input type="checkbox"/>	<input type="checkbox"/>

Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

10.8 DECLARATION WITH REGARD TO COMPANY/FIRM

10.8.1 Name of company/firm:.....

10.8.2 VAT registration number:.....

10.8.3 Company registration number:.....

10.8.4 TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

10.8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

10.8.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

10.8.7 Total number of years the company/firm has been in business:.....

10.8.8 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-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 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 forward the matter for criminal prosecution.

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 an advertised competitive Bid, a limited Bid, a proposal or written price quotation). 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/s person who is/are 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.

In order to give effect to the above, the following questionnaire must be completed and submitted with this Bid:

- Full Name of Bidder or his/her representative

- Identity Number:

<ul style="list-style-type: none"> Position occupied in the Company (director, trustee, shareholder?, member): 			
<ul style="list-style-type: none"> Registration number of company, enterprise, close corporation, partnership agreement or trust: 			
<ul style="list-style-type: none"> Tax Reference Number: 			
<ul style="list-style-type: none"> VAT Registration Number: 			
<ul style="list-style-type: none"> 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 a separate schedule including the following questions: 			
	Schedule attached with the above details for all directors/members/shareholders	Yes	No
<ul style="list-style-type: none"> Are you or any person connected with the Bidder presently employed by the state? If so, furnish the following particulars in an attached schedule: 		Yes	No
	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:		
<ul style="list-style-type: none"> If you are presently employed by the State, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? If Yes, did you attach proof of such authority to the Bid document? If No, furnish reasons for non-submission of such proof as an attached schedule (Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid.) 		Yes	No
<ul style="list-style-type: none"> 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? If so, furnish particulars as an attached schedule: 		Yes	No
<ul style="list-style-type: none"> 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? If so, furnish particulars as an attached schedule. 		Yes	No
<ul style="list-style-type: none"> 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? If so, furnish particulars as an attached schedule: 		Yes	No
<ul style="list-style-type: none"> 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? If so, furnish particulars as an attached schedule: 		Yes	No

DECLARATION OF BIDDER'S PAST SCM PRACTICES (SBD 8)

<ul style="list-style-type: none">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:	Yes	No
<ul style="list-style-type: none">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:	Yes	No
<ul style="list-style-type: none">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:	Yes	No
<ul style="list-style-type: none">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:	Yes	No
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 SOUTH AFRICAN NATIONAL PARK, do hereby make the following statements that I certify to be true and complete in every respect:		
<ul style="list-style-type: none">I have read and I understand the contents of this Certificate;	Yes	No
<ul style="list-style-type: none">I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect;	Yes	No
<ul style="list-style-type: none">I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder;	Yes	No
<ul style="list-style-type: none">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 consortium³ will not be construed as collusive bidding.

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:

Declaration of Interest (SBD4)

National Treasury Central Supplier Database (CSD) Registration number

Proof of Registration on National Treasury Central Supplier Database (CSD)

Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2017 (SBD6.1)

Where a valid BBEE Certificate is not on file with SANParks, please attach

General Conditions of Contract
Declaration of Bidder's past SCM practices (SBD8);
Certificate of Independent Bid Determination (SBD9)

The obligation to complete, duly sign, and submit these declarations included in the 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 (Tax compliance status, SBD 4, SBD 6.1, SBD 8, SBD 9) 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 by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive or Senior Member/Person with management responsibility (Close Corporation, Partnership, or Individual)

NAME (PRINT)	
CAPACITY	
SIGNATURE	
NAME OF FIRM	
DATE	

WITNESSES	
1	_____
2	_____
Date	_____

