



**South African
NATIONAL PARKS**

TERMS OF REFERENCE

**BONTEBOK AND TANKWA KAROO NATIONAL PARK LAUNDRY MACHINE
SERVICE AND REPAIRS**

RFQ NO. BNP06/2023-24

REQUEST FOR PROPOSAL

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

Service and Repairs of the Speed Queen and Tullies Laundry machines at Bontebok and Tankwa Karoo National Park

RFQ NUMBER :	BNP06/2023-24
ADVERTISEMENT DATE:	11 August 2023
CLOSING DATE:	05 September 2023
CLOSING TIME:	12H00
COMPULSARY SITE VISIT:	Site Visit not necessary
RFQ DOCUMENT DELIVERY ADDRESS:	Thandiwe.Bozwana@sanparks.org
RFQ VALIDITY PERIOD	90 days (commencing from the RFQ closing date)
TECHNICAL RELATED QUERIES	Thandiwe Bozwana 0285143206/2753
SCM RELATED QUERIES	Meagan du Plessis (Meagan.duplessis@sanparks.org)

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	BNP06/2023-24	CLOSING DATE:	05 Sept. 2023	CLOSING TIME:	12H00
DESCRIPTION	Service repair of the Speed Queen and Tullies laundry machinery in the Bontebok National Park (BNP) and Machine Tankwa Karoo National Park (TkNP) for a period of 60 months				
BID RESPONSE DOCUMENTS MAY BE EMAILED TO:					
capescmquotations@sanparks.org or Thandiwe.Bozwana@sanparks.org					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Thandiwe Bozwana		CONTACT PERSON	Meagan Du Plessis	
TELEPHONE NUMBER	028-514 3206 / 2735		TELEPHONE NUMBER	021-712 0527	
E-MAIL ADDRESS	Thnadiwe.Bozwana@sanparks.org		E-MAIL ADDRESS	Meagan.duplessis@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]		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX]	

	<input type="checkbox"/> Yes <input type="checkbox"/> No		<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:

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

1. PURPOSE

The purpose of this exercise is to appoint a service provide to support the in-house team in the maintenance and service repair of the Speed Queen and Tullies laundry machinery, in the Bontebok National Park (BNP) and Machine Tankwa Karoo National Park (TKNP) for a period not more than 60 months.

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 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

Bontebok National Park and Tankwa Karoo National Park intends to enter into a contract with a reputable and experienced service provider. To support the in-house team in the maintenance and service repair of the Speed Queen and Tullies laundry machinery in the Bontebok National Park (BNP) and Machine Tankwa Karoo National Park (TKNP) for a period not more than 60 months. The scope of work includes the following items:

- a) Inspections as and when required
- b) Servicing of laundry machinery as and when required
- c) Emergency breakdown maintenance as and when required
- d) Maintenance and repairs
- e) Supply spare parts as and when required
- a. SANParks reserves the right to get alternative quote if material price not competitive.
- f) Service provider will be expected to first provide written quote before approval to proceed.

SPECIFICATION:

BONTEBOK NATIONAL PARK LAUNDRY MACHINES:

- Tullies Roller iron Machine : Serial Number :J0315009814 , Model number: S140/25
- Speed Queen washing Machine: Model: SCL040KN2CU1E01 , Serial number: 1012004428
- Speed queen tumble dryer: Model: ST050E0MM1G2Q01, Serial number: 1011000078
- Speed queen coin operated washing machine : Model: SWNSX2SP303NW22 , Serial number: 1902008121
- Speed queen coin operated tumble dryer : Model: SDESXRG303ZQ01 , Serial number: 1810025358
- Blanca Press Steam Presser : Model LDB

TANKWA KAROO NATIONAL PARK LAUNDRY MACHINES:

- Speed queen tumble dryer Model:SCL040KN2CU1E01 , Serial number:1201001489
- Speed Queen washing Machine Model:ST050EEOM1G2Q01 , Serial No.1112029413
- Roller iron Machine: Model S 100/25V, Serial No. J0315007174
- Washing Machine Defy Pro Smart Inverter DAW388 , Serial no.3820003265

1. Background

All equipment needs to be stripped to do an evaluation of the repair for strip and quote, and need the closest Engineering Facility for overhauling of respective laundry machinery.

2. Description of Required Services

The required services include but not limited to: Inspections as and when required, servicing of laundry machinery as and when required, emergency breakdown maintenance as and when required. This might or might not include the supply and installation of replacement parts, depending on the service assessment.

3. RFQ Costing Schedule

- a) Supply and replace all defected parts
- b) Scheduled quarterly site maintenance and reporting as and when required
- c) Supply of replacement spare parts
- d) Labour rates per hour
- e) Travelling rates per km
- f) Price markup on parts and consumables – CPI
- g) Other relevant but not specified

4. CONTRACT DURATION

Contract duration shall not exceed 60 months.

5. CONTRACT AGREEMENT

Successful bidder will be expected to enter into a contractual agreement with SANParks for the duration of the contract

6. PAYMENT

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

7. SPECIAL CONDITIONS

The laundry machinery is required to be operational at all times to allow for proper washing services for BNP rest camp and TKNP guests from different camps. Acknowledging and Responding to the reported or detected laundry machinery fault should be done in writing within 48hrs. Attending to and or restoration of, depending on the impact and severity would be agreed with responsible BNP and TKNP personnel. All Applicable rules and conducts of the BNP and TKNP shall be adhered to all the times and would be made available on request, induction shall be conducted.

8. RFQ EVALUATION PRE- QUALIFICATION CONDITIONS

This RFQ evaluation is subject to meeting the below stated pre-Qualifications. This means if one of the stated requirements is not met, confirmed or without supporting documents, it will not be responsive and hence would not be considered for evaluation.

The following minimum conditions must be met by the prospective service provider:

- a) The supplier must be a registered entity with more than three years' service experience in the service and maintenance of Speed Queen and Tullies laundry machinery.
- b) To (A) above, the proof of company existence for more than three years i.e. company registration documents and etc. and testimonial letter(s)/reference letter(s) from current and or previous customers.
- c) A Qualified technician/artisan to work with laundry machinery must be responsible for servicing the laundry machinery or the trade worker must be supervised by the qualified technician/competent personnel or the work must be inspected by the qualified technician before sign off.
- d) To (C) above, copies of CV's of a qualified technician, competent personnel and trade workers and formal qualification, and trade certificates, and training certificates.

e) The proof of address for the company location, this can be Municipality rates, water account and or electricity bill recent copies.

NB!! IT IS IN THE BEST INTEREST OF THE PROSPECTIVE SUPPLIER (YOU) TO SUPPLY AS MUCH AS POSSIBLE DETAILED AND MORE SUPPORTING RELEVANT DOCUMENTATION.

9. RFQ EVALUATION CRITIREA

This RFQ evaluation is subject to meeting the minimum of 80% of the following tender evaluation criteria: This means that if the stated information is not supplied, no scores can be allocated and if the final evaluation score is less than 80%, the bid would not be considered for further evaluation.

Item	Criteria	Points allocated	Points calculation
1	Locality	MAX 20	20 Points if workshop is within 150km from BNP and TKNP 10 Points if workshop is within 250km from BNP and TKNP Zero points if workshop is further than 450 km from BNP or TkNP
2	Capacity	MAX 20	20 Points if min 2* CVs of qualified technicians is attached 10 Points if min 1* CVs of qualified technicians is attached Zero Points if no CVs of qualified technicians is attached
3	Years of experience	MAX 10	10 Points if the company has more than 5 years relevant experience 5 Points if the company has 3 years to 5 years relevant experience Zero Points if the company has less than 3 years relevant experience
	TOTAL POINTS	MAX 50	Minimum 80% or 40/50 points required

1. BILL OF QUANTITIES

Item		Description	Unit cost.	Units or %	Total cost	Comments
		Section A - Bidder to take note that this bid is exclusive to Speed Queen & Tullies laundry machinery				
1		Indicate Type of Speed Queen and Tullies laundry machinery to be serviced or maintained	Yes	No		
1.1		Speed Queen Washing Machines				
1.2		Speed Queen Tumble Dryers				
1.3		Tullies Roller Ironing Machines				

Section B - As and When Required Items/Activities						
2		Inspections and repairs As and When Required Service	R/ Km	R / hour	Total cost	The number of hours or km's are only indicative to evaluate the tenders fairly
2.1		Technician/Labour cost/hour	R		R	Indicative cost for hours
2.2		Travelling cost/km – 4*2 LDV	R		R	Indicative cost for km's travelled in 4*2 LDV
		TOTAL SECTION 2			R	(2.1+2.2+2.3)
3		Servicing As and When Required	R /Km	R / hour	Total cost	The number of hours or km's are only indicative to evaluate the tenders fairly
3.1		Technician/Labour cost/hour	R		R	Indicative cost for hours
3.2		Travelling cost/km – 4*2 LDV	R		R	Indicative cost for km's travelled in 4*2 LDV
		Spare parts markup & handling costs SANParks reserves the right to seek for alternative pricing	R value – indicative spare parts		Total costs	

3.4				%	R	
		TOTAL SECTION 3			R	(3.1+3.2+3.3+3.4)
		Section C - As and When Required Items/Activities				
4		Maintenance As and When Required	R / Km	R / hour	Total cost	The number of hours or km's are only indicative to evaluate the tenders fairly
4.1		Technician/Labour cost/hour	R		R	Indicative cost for hours
4.2		Travelling cost/km – 4*2 LDV	R		R	Indicative cost km's travelled in 4*2 LDV
4.4		Indicative spare parts costs (CPI %)		%	R	(4.1+4.2+4.3+4.4)
		TOTAL SECTION 4			R	

5		Other Relevant Items not listed				
5.1						
5.2						
		TOTAL SECTION 5			R	(5.1+5.2)

		SUB TOTAL (SECTIONS 2+3+4+5)		R	(SECTIONS 2+3+4+5)
		Vat 15%		R	
		Grand TOTAL (SUB TOTAL plus VAT)		R	Tender value only indicative for tender evaluation purposes

Note:

- Annual Price increases based on CPI %.
- Stated Quantities are estimates and do not represent actuals but ONLY used for price evaluation purposes
- * Section C – Maintenance service will be Bi-Annually.

. TIMELINES

Upon appointment the recommended supplier is expected to confirm availability.

5. FINANCIAL PAYMENT

Payment will be made in accordance to the PFMA (within 30 days) after delivery of service rendered or goods delivered.

PRICING SCHEDULE

Bidders must provide SANParks with its monthly offer for five years and bearing in mind escalation cost on anniversary date.

The guideline for minimum rental fee is as follows:

3.1 5. CENTRAL SUPPLIER DATABASE INFORMATION

3.2 Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database).

3.3 6. PRICING

		SERVICE AND REPAIR OF THE BELOW EQUIPMENT:						
Item No.	Item Description	Quantity	Price year 1	Price year 2 Incl. yearly increase	Price year 3 Incl. yearly increase	Price Year 4 Incl. yearly increase	Price Year 5 Incl. yearly increase	Total Excluding Vat
1	Speed queen Washing machine Tullies Roller iron Machine :	1 X BNP 1 X TkNP						
2	Speed queen tumble dryer	1 X BNP 1 X TkNP						
3	Tullies roller iron machine	1 X BNP 1 X TkNP						
4	Speed queen coin operated washing machine	1 X BNP						
5	Speed queen coin operated tumble dryer	1 X BNP						
6	Steam Presser LDB	1 X BNP						
7	Washing Machine Defy Pro Smart Inverter	1 X TkNP						
						SUBTOTAL	R	
						VAT	R	
						GRAND TOTAL	R	

4. TIMELINES

The contract shall be for a period of three years. Successful service provider will be expected to enter into a contract agreement with SANParks.

5. FINANCIAL PAYMENT

Payment will be made in accordance to the PFMA (within 30 days) after delivery of service rendered or goods delivered

6.1. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents)

The verification during this phase is to assess the bid responses for purposes of verifying compliance with RFQ requirements, whereby a bidder may be disqualified if they do not fully comply which requirements as stipulated below:

- Submission of fully completed SBD1 (Invitation to Bid).
- Submission of a quotation on the company letterhead.
- Submission of fully completed SBD 4 (Bidder's disclosure).
- Submission of fully completed SBD6.1 (Preferential points claim form).
- Submission of fully completed SBD6.2 (Local content form) in case of local content.
- Submission of fully completed SBD7.1 (Contract Form) in case of a contract.

10 FINAL AWARD

The bidder that receives the highest overall score will be appointed the preferred bidder. The bidder that receives the second highest overall score will be appointed the reserve bidder.

BIDDER'S DISCLOSURE**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution
Do		
you,		
or		
any		
perso		
n		
conn		
ected		
with		

the bidder, have a relationship with any person who is employed by the procuring institution?

YES/NO

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect.

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

² 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.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM 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 specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

1.1.1 the 80/20 system for requirements with a Rand value of up to R50,000,000.00 (all applicable taxes included); and

1.1.2 the 90/10 system for requirements with a Rand value above R50,000,000.00 (all applicable taxes included).

1.2 To be completed by the organ of state

a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS	
PRICE	80	
SPECIFIC GOALS	20	
<ul style="list-style-type: none"> • B-BBEE Procurement Recognition Level – 5 maximum • Black ownership/ shareholding – 5 points maximum • Black woman ownership/ shareholding – 5 points maximum • EME/ QSE – 5 points maximum 		
Total points for Price and Specific Goals		100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1 POINTS AWARDED FOR PRICE

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

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

80/20	Or	90/10
$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$	Or	$P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$

Where:
 Ps = Points scored for price of bid under consideration
 Pt = Price of bid under consideration
 Pmin = Price of lowest acceptable bid

3.2

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

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$P_s = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{Or} \quad P_s = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where:
 Ps = Points scored for price of bid under consideration
 Pt = Price of bid under consideration
 Pmax = Price of highest acceptable bid

4.

POINTS AWARDED FOR SPECIFIC GOALS

4.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point

system; or

- b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) To be completed by the organ of state)	Number of points claimed (80/20 system)
B-BBEE Procurement Recognition Levels)	5 points maximum: Level 1: 20/20 x5=5.00 Level 2: 18/20 x 5= 4.50 Level 3: 14/20 x 5= 3.50 Level 4: 12/20 x 5= 3.00 Level 5: 8/20 x 5 = 2.00 Level 6: 6/20 x 5= 1.50 Level 7: 4/20 x 5 = 1.00 Level 8: 2/20 x 5 = 0.50	
Black Ownership/Shareholding	5 points maximum: % Shareholding and Points allocation out of total of 5 points; 76% to 100% = 5 61% to 75% = 4 51% to 60% = 3 40% to 50% = 2 20% to 39% = 1	

	0% to 19% = 0	
Black Woman Ownership/Shareholding	5 points maximum: % Shareholding and Points allocation out of total of 5 points; 76% to 100% = 5 61% to 75% = 4 51% to 60% = 3 40% to 50% = 2 20% to 39% = 1 0% to 19% = 0	
EMEs/QSEs	5 points maximum: EMEs = 5 QSE = 3 Enterprises with turnover above R50m = 1	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3 Name of Company / Firm:

4.4 Company Registration Number:

4.5 Type of Company / Firm (Tick applicable box)

Partnership / Joint Venture / Consortium

Personal Liability Company

One-person business / sole propriety

(Pty) Limited

Close corporation

Non-Profit Company

Public Company

State Owned Company

4.6 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- (i) The information furnished is true and correct;

(ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.

(iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

(iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have :-

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

	SIGNATURE(S) OF TENDERRER(S)
SURNAME AND NAME	_____
DATE:	_____
ADDRESS:	_____

