



**South African
NATIONAL PARKS**

REQUEST FOR QUOTATION

Terms of Reference

**INVITATION FOR APPOINTMENT OF A S SERVICE
PROVIDER FOR THE ANALYSIS OF WATER AND
WASTEWATER SAMPLES FOR A PERIOD OF 18 MONTHS
AS AN WHEN REQUIRED BASIS IN KRUGER NATIONAL
PARK**

RFQ NO. 290114

REQUEST FOR QUOTATION

You are hereby invited to submit a price quotation for:

Appointment of a Service Provider for the Analysis of Water and Wastewater Samples for a Period of 18 Months on as and when required basis in Kruger National Park

RFQ NUMBER:	290114
ADVERTISEMENT DATE:	22 SEPTEMBER 2023
CLOSING DATE:	04 OCTOBER 2023
CLOSING TIME:	11:00AM
BID DOCUMENT DELIVERY ADDRESS:	Nlamulo.Kubayi@sanparks.org
BID VALIDITY PERIOD:	90 days (commencing from the RFQ Closing Date)
TECHNICAL RELATED QUERIES	Linford Malaba (013) 735 4134
SCM RELATED QUERIES	Nhlamulo Kubayi (013) 735 4120

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 6.1).

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.

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS					
BID NUMBER:		CLOSING DATE:		CLOSING TIME:	11:00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR THE ANALYSIS OF WATER AND WASTEWATER SAMPLES FOR A PERIOD OF 18 MONTHS ON AND AS AN WHEN REQUIRED BASIS IN KRUGER NATONAL PARK				
BID RESPONSE DOCUMENTS MUST BE HAND DELIVERED AND DROP ON THE TENDER BOX AT					
NUMBI GATE RECEPTION, KRUGER NATIONAL PARK					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Nhlamulo Kubayi		CONTACT PERSON	Linford Molaba	
TELEPHONE NUMBER	013 735 4120		TELEPHONE NUMBER	013 735 4134	
E-MAIL ADDRESS	Nlamulo.Kubayi@sanparks.org		E-MAIL ADDRESS	linford.molaba@sanparks.org	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE 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? NO				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? NO				<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 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 RFQ is to appoint a service provider for the analysis of water and wastewater samples for a period of 18 months “on and as an when required basis” in Kruger National Park

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: public entities.

SANParks’ operations are totally guided by its vision statement and mission statement. As a public entity, the organization 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 organization has adopted a transformation mission to guide its efforts accordingly.

3. SCOPE OF WORK

Kruger National Park intends to enter into a short-term contract with a reputable and experienced service provider to support the in-house team in analysis of water and wastewater samples as and when required in the Kruger National Park for a period of 18 months. Samples include Drinking water sample (Tap), Borehole water, River Sample, effluent sample and Raw wastewater sample.

Kruger National Park consist of 13 Water Works, Wastewater facilities and Ground Water.

Samples need to be collected and analyzed in line with SANS 241- 2018 and effluent limits to measure compliance. Kruger National Park staff will collect samples as required and sent to Accredited Bidder Lab. In case of emergencies a bidder will be expected come to KNP and collect from the point described and analyze and issue report.

SPECIFICATION

- Collect emergency samples from prescribed location as and when required. SANParks can also collect the samples and deliver to the Lab if necessary. The Service provider may be required to collect samples from either Letaba Camp or Skukuza Camp periodically
- Receive the samples from Skukuza Camp/ Letaba Camp
- Analyze the samples in Accredited SANAS Laboratory as per SANS 241-2018 and Effluent limits
- Issue the results /report within a period of 3 working days. Were necessary you will be expected to run tests over weekends.

3. 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 SBD 6.1
- Tax clearance certificate
- B-BEE Certificate accredited by SANAS or Sworn affidavit
- Ensure that your quotation clearly covers **ALL** the aspects of the **RFQ**.
- All items in the RFQ shall be priced, failing which will result to disqualification
- SANPARKS reserves the right not to award the lowest bidder

EVALUATION PHASES

Phase 1: Mandatory evaluation criteria

4. MANDATORY REQUIRED DOCUMENTS (THE SERVICE PROVIDER IS EXPECTED TO SUBMIT / COMPLY WITH THE FOLLOWING:) FAILING WHICH WILL LEAD TO DISQUALIFICATION AND WILL NOT PROGRESS TO THE NEXT STAGE OF EVALUATION

- The Lab must be within the Mpumalanga or Limpopo province. Proof of residence must be provided. An inspection will be done prior appointment
- SANAS Accredited laboratory for chemical and micro-biological analysis (copy of certificate must be submitted)
- Bidder must own a reliable vehicle. Proof of ownership must be provided, in cases of lease, an intention of lease agreement with a leasing company or private individual must be provided and signed

Phase 2: Functionality evaluation criteria

This RFQ evaluation is subject to meeting the minimum of 70 Points of the following RFQ 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 70 points, the bid would not be considered for further evaluation.

Item	Criteria	Points allocated	Points calculation
1	Competency of the resource	MAX 50	50 Points Laboratory Technician/Analyst with Bsc / Diploma in either analytical chemistry, or chemistry, microbiology, water care or chemical engineering with a minimum of 5 years' experience or more in analysing Water and Wastewater samples. 30 Points Laboratory Technician/Analyst with Bsc / Diploma in either analytical chemistry, or chemistry, microbiology, water care or chemical engineering with a minimum of 3 and a maximum of 4 years in analysing Water and Wastewater samples. Zero Points- Laboratory Technician/Analyst with Bsc / Diploma in either analytical

			chemistry, or chemistry, microbiology, water care or chemical engineering 2 years' and below experience in analysing Water and Wastewater samples CV with contactable references to be attached
2	Years of experience (previous contracts)	MAX 50	50 Points if the Laboratory has 4 years' experience or more in analyzing water and wastewater samples (contracts, purchase orders and or reference letters stipulating the timeframe of contracts) 40 Points if the Laboratory has 3 years' experience but in analyzing water and wastewater samples (contracts, purchase orders and or reference letters stipulating the timeframe of contracts) Zero Points if the Laboratory has less than 3 years' in analyzing water and waste samples (contracts, purchase orders and or reference letters stipulating the timeframe of contracts) NB! Contracts must be from 2015.
	TOTAL POINTS	MAX 100	Minimum 70/100 points required

Phase 3: Price and BBEE

An 80/20 principle will be followed in the BBEE and Price evaluation with 80 points allocated for evaluation on the price offer and 20 points allocated for evaluation in the BBEE status.

5. CENTRAL SUPPLIER DATABASE INFORMATION

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)

6. RFQ Costing Schedule

- a) Analysis results costs
 - b) Call out rate for emergency Samples (bidders will be expected to collect samples from either Skukuza or Letaba rest camps. Samples must be collected within 24 hours from the callout time.
- SANParks will provide accommodation to the bidder as and when required at nocost
 - SANParks will provide a Field Guide for the bidder during sampling as and when required at no cost on emergency basis

1. BILL OF QUANTITIES

Unit Cost include the rate of a Lab Technician analyzing the samples.

E.g., pH = R120

Analysis and reporting			
A			
Item no	Determinants Description	Unit Of Measure	Unit Cost
	MICROBIOLOGICAL DETERMINANTS		
1	Total Coliform in CFU/100ml or MPN/100ml	EA	
2	Faecal Coliforms in CFU/100ml or MNP/100ml	EA	
3	E. coli in CFU/100ml or MPN/100ml	EA	
	PHYSICAL PROPERTIES		
4	Total Dissolved Solids mg/L	EA	
5	Turbidity (NTU)	EA	
6	Conductivity at 25°C µS/m	EA	
7	Colour (mg/L as Pt-Co)	EA	
8	pH	EA	
9	Dissolved Oxygen mg/l	EA	
	CHEMICAL DETERMINANTS		
10	Fluoride as F mg/L	EA	
11	Chlorides as Cl mg/L	EA	
11	Sulphate as SO ₄ mg/L	EA	
12	Total Alkalinity mg/L	EA	
13	Total Hardness mg/L	EA	
14	Calcium Hard as Carbonate mg/L	EA	

15	Magnesium Hard as Carbonate mg/L	EA	
16	Calcium as Ca mg/L	EA	
17	Magnesium as Mg mg/L	EA	
18	Sodium Na mg/L	EA	
19	Iron as Fe µg/L	EA	
20	Manganese as Mn µg/L	EA	
21	Aluminium as Al µg/L	EA	
22	Arsenic µg/L	EA	
23	Cyanide µg/L	EA	
24	Copper as Cu mg/l	EA	
25	Zinc as Zn mg/L	EA	
26	Mercury as Hg mg/L	EA	
27	Lead as Pb mg/L	EA	
28	Chlorophyll A g/L	EA	
29	Soap, Oil and Grease	EA	
30	Nitrate Nitrogen as NH ₃ mg/L	EA	
31	Ammonia Nitrogen as NH ₄ mg/L	EA	
32	Biological Oxygen Demand	EA	
33	Chemical Oxygen Demand	EA	
34	Suspended Solids mg/L	EA	
35	Heterotrophic plate count (HPC) @ 35-37oC	EA	
36	Enteroviruses	EA	
37	Hepatitis A	EA	
LABOUR RATES			
Item no	Item Description	Unit Of Measure	Unit Cost
2	Emergency fee	Rate per job	
TRAVELLING RATES (FOR CALLOUTS)			

Item no	Item Description	Unit Of Measure	Unit Cost
1	Low delivery Vehicle	KM	R7.50

SUB TOTAL (VAT EXCLUSIVE)			
VAT @15%			
TOTAL (VAT INCLUSIVE)			

Note:

- This BOQ does not have quantities, only unit rates are required to be used for price evaluation purposes
- For items that are not listed on the BOQ a 15% mark-up/handling fee will be allowed.

TOTAL BID PRICE (VAT Inclusive): R.....

(Please note that all prices quoted should be **inclusive** of Value Added Tax (VAT) and Price fluctuations (including exchange rates) for the duration of the contract. Where applicable the price should include Supply, Delivery, Maintenance and any other costs relating to this bid. Furthermore, such prices should be presented in South African Rand (ZAR).



7. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.

As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

8. TIMELINES

Upon appointment the recommended supplier is expected to deliver goods/services within 14 days after the purchase order. Failure to perform, SANParks reserves the right to cancel the contract with the supplier.

9. FINANCIAL PAYMENT

Upon appointment the recommended supplier is expected to confirm that they will provide service on the stipulated dates upon receiving a Purchase Order, failure to adhere to the above, SANParks reserve the right to cancel the issued Purchase Order. Payment will be within 30 days from the invoice date.

10. FINAL AWARD

SANParks recommends the bidder who has quoted on all the items as required in terms of the RFQ for the contract award subject to the bidder having supplied the relevant administrative documentation and complied in all aspects with the terms and conditions and requirements of the RFQ.

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

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 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

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

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.

time of the official bid opening or of the awarding of the 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

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders 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

10. GENERAL CONDITIONS

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

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included);
The applicable preference point system for this tender is the 80/20 preference point system.

80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

10.2 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.

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS: Enterprises with B-BBEE Procurement Recognition	20
Total points for Price and SPECIFIC GOALS	100

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

10.4 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.

11. 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).

12. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20 or

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 3.2. 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:
- 3.3. 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 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) any other invitation for tender, that the 80/20 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 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 the 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 : Enterprises with B-BBEE Procurement Recognition	Number of points allocated (80/20 system)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level of Contributor		
Level 1	20	
Level 2	18	
Level 3	14	
Level 4	12	
Level 5	08	
Level 6	06	
Level 7	04	
Level 8	02	
Non-compliant contributor	0	

DECLARATION WITH REGARD TO COMPANY/FIRM

3.4. Name of company/firm.....

3.5. Company registration number:

3.6. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

3.7. 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 TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Numberat the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of bidder’s past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES	
1
2

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

- 1. I..... in my capacity as..... accept your bid under reference numberdatedfor the rendering of services indicated hereunder and/or further specified in the annexure(s).
- 2. An official order indicating service delivery instructions is forthcoming.
- 3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED ATON.....

NAME (PRINT).....

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

2

