



## REQUEST FOR QUOTATION

Terms of Reference

### **APPOINTMENT OF A SUPPLIER FOR THE SUPPLY OF LP GAS TROLLEY TO AGULHAS NATIONAL PARK**

**RFQ NO: 15413/24**

| <b>REQUEST FOR QUOTATION</b>                                                                                                                                     |                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| <p>You are hereby invited to submit a price quotation for:</p> <p><b>APPOINTMENT OF A SUPPLIER FOR THE SUPPLY OF LP GAS TROLLEY TO AGULHAS NATIONAL PARK</b></p> |                                                  |
| <b>RFQ NUMBER:</b>                                                                                                                                               | 15413/24                                         |
| <b>ADVERTISEMENT DATE:</b>                                                                                                                                       | 04/06/2024                                       |
| <b>CLOSING DATE:</b>                                                                                                                                             | 14/06/2024                                       |
| <b>CLOSING TIME:</b>                                                                                                                                             | 11h00                                            |
| <b>RFQ DOCUMENT DELIVERY ADDRESS:</b>                                                                                                                            | Attention: Esterien (anpquotations@sanparks.org) |
| <b>RFQ VALIDITY PERIOD:</b>                                                                                                                                      | 90 days (commencing from the RFQ Closing Date)   |
| <b>TECHNICAL RELATED QUERIES</b>                                                                                                                                 | Derick Strydom (derick.strydom@sanparks.org)     |
| <b>SCM RELATED QUERIES</b>                                                                                                                                       | Goodman Mawela (goodman.mawela@sanparks.org)     |

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

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

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

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

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

## PART A INVITATION TO BID

|                                                                                                                                                                                                                     |                                                                                      |               |                                                                          |                                                          |                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS</b>                                                                                                                           |                                                                                      |               |                                                                          |                                                          |                                                                                                       |
| BID NUMBER:                                                                                                                                                                                                         | 15413/24                                                                             | CLOSING DATE: | 14/06/2024                                                               | CLOSING TIME:                                            | 11H00                                                                                                 |
| DESCRIPTION                                                                                                                                                                                                         | APPOINTMENT OF A SUPPLIER FOR THE SUPPLY OF LP GAS TROLLEY TO AGULHAS NATIONAL PARK  |               |                                                                          |                                                          |                                                                                                       |
| <b>BID RESPONSE DOCUMENTS MUST BE SENT TO THE DESIGNATED EMAIL ADDRESS</b>                                                                                                                                          |                                                                                      |               |                                                                          |                                                          |                                                                                                       |
| anpquotations@sanparks.org                                                                                                                                                                                          |                                                                                      |               |                                                                          |                                                          |                                                                                                       |
| <b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>                                                                                                                                                               |                                                                                      |               | <b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>                           |                                                          |                                                                                                       |
| CONTACT PERSON                                                                                                                                                                                                      | Goodman Mawela                                                                       |               | CONTACT PERSON                                                           | Derick Strydom                                           |                                                                                                       |
| TELEPHONE NUMBER                                                                                                                                                                                                    | 021 741 2300                                                                         |               | TELEPHONE NUMBER                                                         | 028 435 6078                                             |                                                                                                       |
| E-MAIL ADDRESS                                                                                                                                                                                                      | goodman.mawela@sanparks.org                                                          |               | E-MAIL ADDRESS                                                           | derick.strydom@sanparks.org                              |                                                                                                       |
| <b>SUPPLIER INFORMATION</b>                                                                                                                                                                                         |                                                                                      |               |                                                                          |                                                          |                                                                                                       |
| 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]<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No |               | B-BBEE STATUS LEVEL SWORN AFFIDAVIT                                      |                                                          | [TICK APPLICABLE BOX]<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No                 |
| <b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>                                               |                                                                                      |               |                                                                          |                                                          |                                                                                                       |
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?                                                                                                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES ENCLOSE PROOF]   |               | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? |                                                          | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES, ANSWER THE QUESTIONNAIRE BELOW ] |
| <b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>                                                                                                                                                                   |                                                                                      |               |                                                                          |                                                          |                                                                                                       |
| 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 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](http://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 invite a supplier for the supply and delivery of a LP gas trolley to Agulhas 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 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**

This Request for Quotation (RFQ) calls for the supply and delivery of a **LP gas trolley** to Agulhas National Park.

**BIDDERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADEMARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS "OR EQUIVALENT".**

## **4. DELIVERY OF GOODS**

All deliveries of goods shall be made between 07h30 - 17h30 from Monday - Friday only to the address: 214 Main Road, Agulhas, 7287.

## **5. BRAND SPECIFICATIONS**

In the context of this procurement, the specified brand name or an equivalent product/service must meet the following criteria:

### **5.1. BRAND NAME**

If the brand name is specified, the offered product/service must be an authentic, current, and verifiable product/service provided by the designated brand.

## **5.2. EQUIVALENT PRODUCT/SERVICE**

If offering an equivalent product/service, it must meet the following criteria:

- a. **Functionality:** The equivalent product/service should perform the same essential functions and meet the same specifications as the specified brand.
- b. **Compatibility:** It must be compatible with existing systems, equipment, or infrastructure as indicated in the procurement requirements.
- c. **Quality and Standards:** The equivalent product/service must meet or exceed the quality standards, certifications, and industry regulations specified for the brand name product/service.
- d. **Warranty and Support:** The vendor offering an equivalent product/service should provide equivalent warranty and support terms as those offered by the brand name provider.

## **5.3. CERTIFICATION AND DOCUMENTATION**

Vendors proposing an equivalent product/service must provide all necessary documentation, including technical specifications, certifications, test results, and any other relevant evidence, to demonstrate that their offering is indeed equivalent to the specified brand.

## **5.4. COMPLIANCE**

The proposed brand name or equivalent product/service must comply with all relevant regulations, and industry standards applicable to the procurement category.

## **5.5. COST**

The pricing for the specified brand name and equivalent product/service should be competitive and in line with market rates. The evaluation will consider both the initial purchase price and any long-term costs associated with maintenance, operation, or support.

## **5.6. EVALUATION CRITERIA**

The evaluation process will consider the compliance of the proposed brand name or equivalent product/service with the specifications outlined above, as well as any additional criteria specified in the procurement documents.

## 5.7. CLARIFICATIONS

Vendors may seek clarifications or request additional information related to the brand name or equivalent product/service during the procurement process. Such requests should be submitted in accordance with the procurement timeline and guidelines.

**Note: The contracting authority reserves the right to determine the acceptability of equivalent products/services based on the provided evidence and evaluation criteria.**

## 6. 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 with requirements as stipulated below:

| DESCRIPTION                                                                                                                                                                                    | REQUIRED                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| Submission of fully completed SBD1 (Invitation to Bid)                                                                                                                                         | <input checked="" type="checkbox"/> |
| Submission of a quotation on the company letterhead                                                                                                                                            | <input checked="" type="checkbox"/> |
| Submission of fully completed SBD 4 (Bidder's disclosure)                                                                                                                                      | <input checked="" type="checkbox"/> |
| Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the original or certified B-BBEE Status Level Verification Certificate or original B-BBEE Sworn Affidavit | <input checked="" type="checkbox"/> |
| Submission of fully completed SBD 6.2 (Declaration certificate for local production and content for designated sectors)                                                                        | <input checked="" type="checkbox"/> |
| Submission of fully completed SBD7.1 (Contract Form) in case of a contract.                                                                                                                    | <input type="checkbox"/>            |

## 7. 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).

## 8. PRICE SCHEDULE

| APPOINTMENT OF A SUPPLIER FOR THE SUPPLY OF LP GAS TROLLEY TO AGULHAS NATIONAL PARK |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |            |                        |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|------------------------|
| Item No                                                                             | Item Description and Specifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Quantity | Unit Price | Price Exclusive of VAT |
| 1.                                                                                  | <b>DOUBLE 48KG LP GAS TROLLEY TRANSPORTER</b> – TYPE: Gas<br>SPECIFICATIONS: The gas trolley shall be capable of safely transporting two 48kg LG gas cylinders with ease, featuring a durable construction, ergonomic handle, and secure fastening mechanisms. The frame is to be constructed from high-quality steel or aluminium alloy, designed for durability, stability, and balance under full load, featuring a powder-coated finish for steel variants. Manufactured in compliance with relevant safety standards and regulations | 1        |            |                        |
| 2.                                                                                  | DELIVERY FEE: Deliver to Agulhas National Park, 214 Main Road, Agulhas, Western Cape, 7287                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1        |            |                        |
| <b>SUBTOTAL</b>                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |            | R                      |
| <b>VAT 15%</b>                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |            | R                      |
| <b>GRAND TOTAL</b>                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |            | R                      |



#### **9. 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.

#### **10. TIMELINES**

The Successful supplier will be required to deliver the goods **within 7 (seven)** after appointment as per the terms of reference on the RFQ, failure to deliver SANParks reserve the right to cancel the Purchase Order.

#### **11. FINANCIAL PAYMENT**

Payment will be made in accordance with the PFMA (within 30 days of receipt of invoice) after the service has been rendered.

#### **12. 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 interest<sup>1</sup> 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 |
|-----------|-----------------|---------------------------|
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |

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<sup>1</sup> 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 consortium<sup>2</sup> 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

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<sup>2</sup> 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.

date and 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

| PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                       | SBD<br>6.1.    |  |        |       |    |                               |    |                                           |            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--|--------|-------|----|-------------------------------|----|-------------------------------------------|------------|
| <p>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.</p> <p><b>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.</b></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |  |        |       |    |                               |    |                                           |            |
| <b>1. GENERAL CONDITIONS</b>                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |  |        |       |    |                               |    |                                           |            |
| 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                                                                                                                                                                                                                                                                                                                                                                             | <b>To be completed by the organ of state</b>                                                                                                                                                                                                                                                                                                                                                                                          |                |  |        |       |    |                               |    |                                           |            |
| 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                                                                                                                                                                                                                                                                                                                                                                             | <b>To be completed by the organ of state:</b><br>The maximum points for this tender are allocated as follows: <table border="1" data-bbox="300 1227 1142 1451"> <thead> <tr> <th></th> <th>POINTS</th> </tr> </thead> <tbody> <tr> <td>PRICE</td> <td>80</td> </tr> <tr> <td>SPECIFIC GOALS – B-BBEE level</td> <td>20</td> </tr> <tr> <td>Total points for Price and Specific Goals</td> <td><b>100</b></td> </tr> </tbody> </table> |                |  | POINTS | PRICE | 80 | SPECIFIC GOALS – B-BBEE level | 20 | Total points for Price and Specific Goals | <b>100</b> |
|                                                                                                                                                                                                                                                                                                                                                                                 | POINTS                                                                                                                                                                                                                                                                                                                                                                                                                                |                |  |        |       |    |                               |    |                                           |            |
| PRICE                                                                                                                                                                                                                                                                                                                                                                           | 80                                                                                                                                                                                                                                                                                                                                                                                                                                    |                |  |        |       |    |                               |    |                                           |            |
| SPECIFIC GOALS – B-BBEE level                                                                                                                                                                                                                                                                                                                                                   | 20                                                                                                                                                                                                                                                                                                                                                                                                                                    |                |  |        |       |    |                               |    |                                           |            |
| Total points for Price and Specific Goals                                                                                                                                                                                                                                                                                                                                       | <b>100</b>                                                                                                                                                                                                                                                                                                                                                                                                                            |                |  |        |       |    |                               |    |                                           |            |
| 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.                                                                                                                                                                                                  |                |  |        |       |    |                               |    |                                           |            |
| <b>2. DEFINITIONS</b>                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |  |        |       |    |                               |    |                                           |            |
| (a)                                                                                                                                                                                                                                                                                                                                                                             | <b>“tender”</b> 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)                                                                                                                                                                                                                                                                                                                                                                             | <b>“price”</b> means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;                                                                                                                                                                                                                                                                                           |                |  |        |       |    |                               |    |                                           |            |

|       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |    |       |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|----|-------|
| (c)   | <b>rand value”</b> means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;                                                                                                                                                                                                                                                                                                                                                                                                  |       |    |       |
| (d)   | <b>“tender for income-generating contracts”</b> 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)   | <b>“the Act”</b> means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).                                                                                                                                                                                                                                                                                                                                                                                                                                                     |       |    |       |
| 3.    | <b>FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |       |    |       |
| 3.1   | <b>POINTS AWARDED FOR PRICE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |    |       |
| 3.1.1 | <b>THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS</b><br><br>A maximum of 80 or 90 points is allocated for price on the following basis:<br><br><table><tr><td>80/20</td><td>Or</td><td>90/10</td></tr></table><br>$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$<br>$P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$<br><br>Where:<br>Ps = Points scored for price of bid under consideration<br><br>Pt = Price of bid under consideration<br><br>Pmin = Price of lowest acceptable bid                                       | 80/20 | Or | 90/10 |
| 80/20 | Or                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 90/10 |    |       |
| 3.2   | <b>FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                               |       |    |       |
|       | <b>THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS</b><br><br>A maximum of 80 or 90 points is allocated for price on the following basis:<br><br><table><tr><td>80/20</td><td>Or</td><td>90/10</td></tr></table><br>$P_s = 80 \left( 1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$<br>$P_s = 90 \left( 1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$<br><br>Where:<br>Ps = Points scored for price of bid under consideration<br><br>Pt = Price of bid under consideration<br><br>Pmax = Price of highest acceptable bid                                      | 80/20 | Or | 90/10 |
| 80/20 | Or                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 90/10 |    |       |

| 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—                                                                                                                    |         |                                                                                     |                                         |
| <p>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</p> <p>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,</p> <p>then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.</p> <p><b>Table 1: Specific goals for the tender and points claimed are indicated per the table below.</b></p> <p><i>(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.</i></p> <p><i>Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)</i></p> |                                                                                                                                                                                                                                                                                                                                                                                |         |                                                                                     |                                         |
| The specific goals allocated points in terms of this tender                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                |         | Number of points allocated (80/20 system)<br>To be completed by the organ of state) | Number of points claimed (80/20 system) |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 1 | 20                                                                                  |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 2 | 18                                                                                  |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 3 | 14                                                                                  |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 4 | 12                                                                                  |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 5 | 8                                                                                   |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 6 | 6                                                                                   |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 7 | 4                                                                                   |                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Enterprises with B-BBEE Procurement Recognition                                                                                                                                                                                                                                                                                                                                | Level 8 | 2                                                                                   |                                         |
| DECLARATION WITH REGARD TO COMPANY/FIRM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                |         |                                                                                     |                                         |
| 4.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Name of Company / Firm:                                                                                                                                                                                                                                                                                                                                                        |         |                                                                                     |                                         |

4.4 Company Registration Number:

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4.5 Type of Company / Firm (Tick applicable box)

Partnership / Joint Venture / Consortium

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Personal Liability Company

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One-person business / sole propriety

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(Pty) Limited

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Close corporation

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Non-Profit Company

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Public Company

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State Owned Company

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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.  
  
In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the
- (iii) 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:** \_\_\_\_\_  
\_\_\_\_\_