



**South African
NATIONAL PARKS**

REQUEST FOR QUOTATION

RFQ NO. 64/2025

You are hereby invited to submit a price quotation for:

**MAINTENANCE OF FIREBREAKS IN THE WILDERNESS SECTION OF
THE GARDEN ROUTE NATIONAL PARK**

Bid Number	RFQ 64/2025
Advert Date	Tuesday, 11 November 2025
Issuer	Garden Route National Park
Closing date and time	Monday, 17 November 2025 Time: 11:00
Compulsory site briefing	n/a
Bid Document Submission Address:	GRNP.RFQS@sanparks.org
For Attention:	GRNP Quotations
Contact details	044 302 5639
Validity	90 Days

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS				
BID NUMBER:	RFQ 64/2025	CLOSING DATE:	17 NOVEMBER 2025	CLOSING TIME: 11:00am
DESCRIPTION	MAINTENANCE OF FIREBREAKS IN THE WILDERNESS SECTION OF THE GARDEN ROUTE NATIONAL PARK			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	Siyamthanda Mcoso		CONTACT PERSON	Chamell Pluim
TELEPHONE NUMBER	044 302 5639		TELEPHONE NUMBER	044 877 1197
E-MAIL ADDRESS	siyamthanda.mcoso@sanparks.org		E-MAIL ADDRESS	chamell.pluim@sanparks.org
SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NR				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:	MAAA

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
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[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?
YES NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?
YES NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?
 YES NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?
 YES NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?
YES NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B:

TERMS AND CONDITIONS FOR BIDDING

BID SUBMISSION:
<p>BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED</p> <p>THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p> <p>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7) AND/OR AN SLA.</p>
TAX COMPLIANCE REQUIREMENTS
<p>BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>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.</p> <p>APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.</p> <p>BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p> <p>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."</p>

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 exercise is to appoint a reputable contractor for the maintenance of firebreaks in the Wilderness section of the Garden Route 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: 25 public entities.

SANParks' operations are totally guided by its vision statement and mission statement. As a public entity, the organisation is committed to act in pursuance of transformation of South Africa's society in support of entrenching South Africa's democracy. In this regard, the organisation has adopted a transformation mission to guide its efforts accordingly.

3. TERMS OF REFERENCE

Wilderness section of the Garden Route National Park needs a contractor to provide the following services:

This bid covers the provision of trained and equipped crews, **familiar with Wilderness section of the GRNP and it surrounds to perform** the following functions:

- Construction of fire breaks on the Urban Interface to prevent fires from migrating into the urban/rural interface.
- Maintenance of the fire break network on the Urban Interface to prevent fires from migrating into the urban/rural interface.

LEGAL REQUIREMENTS

National Veld and Forest Fire Act

Chapter 4 of the National Veld and Forest Fire Act, Act 101 of 1998 places a duty on landowners to prepare and maintain fire breaks.

Duty to prepare and maintain fire breaks:

Section 12 (1): Every owner on whose land a veldfire may start or burn or from whose land it may spread must prepare and maintain a fire break on his or her side of the boundary between his or her land and adjoining land.

Section 13: An owner who is obliged to prepare and maintain a fire break must ensure that, with due regard to the weather, climate, terrain and vegetation of the area –

- (a) It is wide enough and long enough to have a reasonable chance of preventing a veldfire from spreading to or from neighbouring land;*
- (b) It does not cause soil erosion; and*
- (c) It is reasonable free of inflammable material capable of carrying a veldfire across it.*

To comply with Chapter 4 of the National Veld and Forest Fire Act, GRNP has developed the fire break network which has to be maintained.

Occupational Health and Safety Act

- a) The successful bidder shall ensure compliance with the requirements of the OHS Act 1993 and incorporated Regulations.

Injuries or damage to contractor's personnel, vehicles etc.

- b) It is to be clearly understood that in event of injury or damage to the contractor's personnel, vehicles or equipment, no claim for damages or responsibility will be accepted by SANParks.

SITE INSTRUCTIONS AND RELATED RESPONSIBILITIES

- The bidder shall ensure that crew members responsible for the fire break construction and maintenance behave in a seemly and sober manner towards SANParks employees, members of the public and others.
- Extensive use of brush-cut fire breaks as the preparation of fire breaks by burning is a hazardous operation that has often been the source of a wildfire.
- Fire breaks need to be well positioned and regularly maintained to be effective. **Please see attached as per Pricing Schedule of Fire Breaks for details on responsibility, dimensions, which will include width and length, and the methods of clearing for all fire breaks.**
- Specific considerations with respect to fire break construction and maintenance are listed in the box below:

Ecological considerations:

- When constructing firebreaks, the Park must avoid known populations of rare and endangered plants.
- The Park must align firebreaks to avoid sensitive habitats such as wetlands.
- Firebreaks should not be aligned along ridges which are favourable habitats of rare and endangered plants.
- The firebreak does not cause erosion (NVFF Act).

Planning considerations:

- A decision as to what firebreaks to maintain in any particular year should be taken in the early autumn of each year.
- Information on the spatial distribution of fire hazard should be used in prioritising the preparation and maintenance of firebreaks.

Design considerations:

- Advantage of preparing brush cut breaks is that unlike rotation of firebreaks of the past, a single break, typically 15-20 m wide, will be maintained in a permanent position.
- 15-20 m width for firebreaks should be used as a guide and in circumstances of high risk consideration should be given to creating even wider firebreaks
- Breaks should have significantly reduced fuel loads, and the height of vegetation within the break must be kept as low as possible.
- Waste material from firebreak preparation must be disposed of into the veld on the Park side of the firebreak.

Appointed Supervisors and crew leaders to be acquainted with GRNP areas under jurisdiction of SANParks as well as its surrounds, have the necessary experience with regard to the supervising of a large workforce and the operation and maintenance of the required machines and equipment to be used for the construction and maintenance of fire breaks.

The successful bidder will have to provide its own vehicles and machinery and the total prices stated per individual fire break must include all labour cost, kilometres for vehicles as well as hourly cost with regard to the equipment/machinery to be used.

CREW COMPOSITION

The Bidder's crew shall comprise of:

- Supervisors/crew leaders,
- drivers,
- Certified machine operators (brush cutter and chainsaw) and
- General workers.
- Herbicide Applicator

With regard to machine operators, all operators will be certified by a registered training institution, following completion of particular training programmes. All Supervisors/crew leaders are requested to provide proof of experience (reference letters from previous employers/clients) regarding the management and supervision of large crews/teams. Where the application of chemical control is required for the removal of alien vegetation, then the Service Provider and/or Supervisor are also required to be registered as a Herbicide Applicator (attach proof) in terms of the Conservation of Agricultural Resources Act (Act 43 of 1983).

All employees will also be required to attend a Basic Induction prior to the initiating of this contract. This course will be presented by the different SANParks Rangers in the area(s) where the proposed construction and maintenance of fire breaks are scheduled to take place. The course will be free of charge and will prepare and educate contractor's employees for work within a National Park.

Award of a quotation will furthermore also be conditional on the availability of the successful bidder to start working within 14 days of appointment. Failure to do so may lead to the cancellation of successful bidder's appointment/ purchase order.

OPERATIONAL REQUIREMENTS

Trained and adequately equipped crews for the construction and maintenance of fire breaks will be required to clear a total of \pm 54 km of fire breaks.

The successful bidders will be responsible for the following activities:

- a) The initial construction and preparation of new fire breaks as a result of changes/additions to the fire break network – please see Pricing Schedule of Fire Breaks for details.
- b) The **clearing and maintenance** of the fire break network within the following areas:

Please see Fire breaks Pricing Schedule for details on responsibility, dimensions, which will include width and length, and the methods of clearing for all fire breaks.

BID ITEM NO	MANAGEMENT AREA	SECTION	TOTAL \pm LENGTH OF FIRE BREAK (M)
1	Wilderness	(Beervlei, Ebb& Flow, Farleigh and Goudveld Areas)	53,826 m

The construction and maintenance of fire breaks includes, although not limited to, the following activities:

- i) Brush cutting - all vegetation with fine foliage (grasses, restios, shrubs) within the fire break to be cut to a height of \pm 5, 0 cm
- ii) Removal and disposal of cut material – **all cut material to be dispersed 20m away from the cut fire break (where possible) or to be removed from the site e.g. in case of the construction/addition of a new fire break**
- iii) Where there **is an accumulation of dried cut material from previous clearings** on the edge of the fire break [i.e. the cut material was not dispersed as per (ii) above] the contractor will be required **to remove this from site or to disperse this 20m away from the cut fire break**
- iv) Tree felling and trimming – all dead and dying trees within the width of the fire break to be felled, chipped and removed from the site (**felling of dead and dying trees to be confirmed by the relevant Section Ranger**). Dead material in healthy trees and shrubs must be cut out, or trimmed and removed from site. All mature trees within fire breaks must be pruned to a height of at least 2,0m
- v) **Removal of logs and branches in fire breaks** – all logs and branches must be cut and removed from the entire width of the fire break
- vi) Alien vegetation clearing and herbicide application – all alien vegetation within the width of the fire break must either be removed manually or be chemically treated on condition that it is done with the necessary caution and according to the manufactures specification under the supervision of a registered Pest Control Operator. Coppiced alien vegetation which cannot be

manually removed must be slashed and the bark removed down to ground level where after it must be immediately treated with the applicable herbicide

- vii) Stacking of cut alien vegetation – remove and re-stack all stacks (20m away from fire break) that have originated from alien clearing operations if within the width or immediate boundary of the fire break .
- viii) Mechanical chipping of cut material – this is applicable to either the widening/construction/felling of dead and dying trees/deviation of a new fire break whereby a chipper will be required to get rid of cut material. All chipped material to be removed from the site
- ix) Litter/refuse removal – all litter and refuse must be bagged and removed from site daily. This includes papers, bottles, tins, etc. as well as garden refuse dumped by the immediate homeowners. Dumping to be reported to the relevant Section Ranger.

Further to the above, the successful bidder will also have to comply with the following:

- i) **Herbicide** for the chemical treatment of alien vegetation will be supplied by SANParks. No decanting of herbicide will be allowed to take place in the veld. All decanting and/or mixing of herbicide to take place before getting to the site, on the back of a vehicle or on a drip sheet to prevent spillage of harmful substances. No infield overnight storing of herbicides will be allowed.
- ii) No brush cutting will be allowed on days when the Fire Danger Index is within the Orange and Red Index. Contractors to request daily FDI from the relevant Section Ranger or from the before starting with brush cutting and/or chainsaw work.
- iii) No servicing of machines or decanting of fuel will be allowed to take place in the veld. Re-fuelling of machines to take place on the back of a vehicle or on a drip sheet to prevent spillage of harmful substances.
- iv) Contractors to be in possession of basic fire-fighting equipment such as fire beaters and knapsack sprayers (for every crew of 10 employees there should be at least 5 fire beaters and 2 knapsack sprayers). This equipment should be ready to be used at all times and should be in close proximity of the brush cutting and chain saw operators.
- v) Contractors not allowed to make any fire or to use any gas equipment for cooking purposes.
- vi) All wildfires must be reported immediately to the Senior Section Ranger at 021 741 1142 or 0604674260 or Section Ranger- at 081 448 6655
- vii) No smoking will be allowed in field during the operation. Smoking will be allowed at designated smoking areas during tea and lunch breaks and provision will be made to discard any cigarette buds.
- viii) Working will not be allowed over weekends or public holidays unless prior permission has been granted. Normal working hours will be between 07:00 to 17:30.
- ix) Areas where residents have extended their gardens into the fire break will be assessed individually by the Senior Section Ranger and a decision will be taken as to whether the vegetation constitute a fire hazard or not – in the case of a fire hazard then it will be required to cut or trim the vegetation as to the above standards or to completely remove all the vegetation.
- x) Report any illegal activity noted to the relevant Section Ranger.

- xi) Contractor's employees will not be allowed to access any private property unless he/she has obtained the necessary permission from the individual property owner.
- xii) Contractor and his/her employees must at all times respect the privacy of individual property owners and under no circumstances will they be allowed to approach property owners to make use of their bathroom facilities, to request to use the landline and to ask for any liquid refreshments or any perishable or non-perishable foodstuff.
- xiii) Contractors will not be allowed to do any off road driving and must always give way to hikers, cyclist and Park vehicles when using management tracks within the Park.

PROTECTIVE CLOTHING REQUIREMENTS

The successful bidder shall ensure that all employees are adequately equipped, in terms of protective clothing.

The minimum protective clothing requirements are:

Workers

One/two piece identifiable overall

- Safety boots
- Gloves leather
- 1 Litre water bottle complete with pouch

Brush cutter operator

One/two piece identifiable overall

Safety boots with steel toe caps

- Helmet with visor and ear protection
- Shin guards
- Gloves Brush Cutter
- 1 Litre water bottle complete with pouch

Chainsaw operator

One/two piece identifiable overall

- Safety boots with steel toe caps
- Helmet with visor and ear protection
- Chainsaw pants / chaps
- Gloves Chainsaw
- 1 Litre water bottle complete with pouch

Herbicide applicator

One/two piece identifiable overall

- Gumboots
- Apron PVC Heavy Duty
- Gloves PVC Chemical
- Face shield/Goggles Safety Clear

- Respirator (Single) Half Mask

4. SPECIAL CONDITIONS

Quotation price

- It is required of the bidders to familiarise him/her with the details of the various sites to enable him/her to quote accordingly.
- Bidders will make use of their own vehicles for the construction and maintenance of fire breaks which will be included in the quoted price.
- Bidders will make use its own equipment, e.g. chainsaws, brush cutters/ weed eaters for the construction and maintenance of fire breaks which will be included in the quoted price.

Bidders will be requested to submit quotations with regard to the following:

- Clearing and maintenance of the fire break network.
- Widening of existing fire break network due to new developments on the Wildland Urban Interface;
- Initial clearing/construction of new fire breaks;

In this regard, as well as in respect of transport, equipment and machine costs, the PRICING SCHEDULE must be completed, bearing in mind the following aspects:

- i) With regard to the clearing and maintenance of fire breaks, bidders will have to complete a price **for each individual fire break** as per the **Request for Quotation** and transfer the total amount to the below **Pricing Schedule**
- ii) With regard to the initial clearing and construction of new fire breaks, including the widening of existing fire breaks, bidders will have to complete a price for each individual fire break as per the attached **Request for Quotation** and transfer the total amount to the below **Pricing Schedule**
- iii) Bidders are requested to take the following into consideration:
 - a) That the width of new fire breaks will be between 15, 0m and 20, 0m.
 - b) That the widening of existing fire breaks would be as a result of the immediate risk and existing fire breaks could therefore be widened with an additional 5, 0m and/or 10, 0m
 - c) The initial clearing/deviation of fire breaks may also include the cutting and removal of mature trees as well as the chipping of these material and bidders are requested to add this to the initial clearing price as per the Pricing Schedule. All cut material will be required to be moved from site.

5. FUNCTIONALITY EVALUATION

Bidders who fail to meet the minimum qualifying score of 60% on functionality will not be evaluated further for Price and specific goals. Points on functional evaluation phase will be allocated as follows:

FUNCTIONALITY RESPONSIVENESS CRITERIA APPLICABLE FOR THIS BID

No	Functionality criteria	Weighting factors	Points	Documents to be submitted for evaluation purposes	Points allocation
1	<p>Company years of experience specifically in the clearing of fire breaks or any other related services e.g. alien clearing operations, etc. for a client with similar dissemination as SANParks.</p>	30	5	<p>Bidders ‘must have a minimum of five (5) years’ experience where they have been clearing fire breaks or any other related services e.g. alien clearing operations, etc.</p> <p>The following documents must be submitted to support the claim of years:</p> <p>Proof of signed Contracts, or Approved Purchase Orders, or Letter of ward and / or contactable reference letters in the client’s letterhead (All documents must indicate the contract period, value, and contract description)</p>	<p>0 = No document proof of years’ experience</p> <p>1 = Less than two (02) years in the clearing of fire breaks or any other related services e.g. alien clearing operations, etc.</p> <p>2 = two (02) years in the clearing of fire breaks or any other related services e.g. alien clearing operations, etc.</p> <p>3 = Three (03) years in the clearing of fire breaks or any other related services e.g. alien clearing operations, etc.</p> <p>4 = four (04) years in the clearing of fire breaks or any other related services e.g. alien clearing operations, etc.</p> <p>5 = five (05) or more years in the clearing of fire breaks or any other related services e.g. alien clearing operations, etc.</p>

No	Functionality criteria	Weighting factors	Points	Documents to be submitted for evaluation purposes	Points allocation
2	Experience and qualification of the required crews in relation to the project.	60	5	<p>Crews shall comprise of Supervisor; crew leaders; brush cutter/chain saw operators; drivers and workers. Supervisor and crew leaders to have necessary experience with regard to supervision of large workforce; brush cutter and chainsaw operators to be certified by a registered training institution.</p>	<p>1 = Only supervisory level employees (Supervisor and crew leaders) in place or readily available. Not all operators, drivers and workers in place and less than 50% have the required skills, training and experience to perform required function for this scope of works</p>
				<p>Service Provider/Supervisor to be in possession of valid Herbicide Applicator Certificate</p>	<p>2 = Supervisory level employees, operators, drivers and workers readily available, but less than 50% of the operators have the required skills, training and experience to perform required functions for this scope of works</p>
				<p>All drivers to provide proof of driver's license which includes Professional Driving Permit (PDP)</p>	<p>4 = All staff (supervisory, operators, drivers and workers) readily available and in place and have most of the required skills, training and experience to perform functions for this scope of works. 50% of the staff have between 3 – 5 years relevant experience</p>
					<p>5 = Most or all staff readily available or in place and have all of the required skills, training and experience to perform required functions for this scope of work. Majority of the</p>

No	Functionality criteria	Weighting factors	Points	Documents to be submitted for evaluation purposes	Points allocation
					staff have more than 5 year's relevant experience.
3	Company Profile	10	5	Company profile to indicate the track record of experience in implementing similar projects, relevance to company's core business and reputation with clients as well as the capacity of the company in terms of intellectual capacity relevant to the project in question - organogram	<p>1 = No Company profile is attached</p> <p>3 = Company profile attached, but the profile does not give any information showing the strength of the company to be able to meet or execute the scope of work</p> <p>5 = Company profile is attached and it gives indication of the company's strength to be able to execute the scope of work in question. Previous projects executed and qualified personnel to be able to execute the project</p>
	Total Score	100	5		

6. PRICING SCHEDULE

Item No	Description	Total length (per meter)	Total Excl. Vat
1	Wilderness – Beervlei Brush cutting, trimming up, log removal where required. All dead material to be removed from firebreak	9 949 m	
2	Wilderness – Ebb& Flow Brush cutting, trimming up, log removal where required. All dead material to be removed from firebreak	17 773 m	
3	Wilderness – Goudveld Brush cutting, trimming up, log removal where required. All dead material to be removed from firebreak	6 596m	
4	Wilderness – Farleigh Brush cutting, trimming up, log removal where required. All dead material to be removed from firebreak	19 508m	
TOTAL PRICE EXCLUDING VAT			R
15% VAT			R
TOTAL PRICE INCLUDING VAT			R

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

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

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

8. MINIMUM REQUIREMENTS COMPLIANCE RESPONSIVENESS CRITERIA (Compliance to legislative and treasury requirements)

In this phase all responses received will be verified for compliance and completeness of the submitted proposal per the below set of mandatory requirements.

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by supporting documents
- Submission of General Condition of a Contract (successful bidder).

9. FINANCIAL PAYMENT

Payment will be made in accordance to the PFMA (within 30 days of receipt of valid invoice).

10. EVALUATION CRITERIA AND WEIGHTING

The RFP stipulated that the responses to be evaluated using the 80/20 preference points system in accordance with the PPPFA guidelines. Based on this system the points will be allocated as follows:

Criteria	Points
Price	80
Specific Goals	20
Total	100

11. EVALUATION FORMULA FOR PRICE

The following formula will be applied to calculate the scores:

Price Formula

The following PPPFA formula was used to evaluate the price proposals submitted by bidders, this formula was used because price was the only criterion that was scored i.e. the whole 80 points were allocated to price.

$$PS = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Ps = Points scored for price of the bid under consideration.

Pt = Rand value of bid under consideration.

Pmin = Rand value of lowest acceptable bid

12. FINAL AWARD

Bidder who complies with the specifications and scores highest total points on PRICE and B-BBEE claimed points shall be awarded the contract. SANParks reserves the right to:

- Award the contract in full or partially
- Award to more than one bidder, and/or
- Not to award
- Re-advertise should the minimum of three written quotations not be received
- Not to award to the bidder scoring the highest points
- Not to award to bidders who have previously failed to deliver/ provided poor work.

BIDDER’S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. BIDDER’S DECLARATION

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?

YES/NO

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

Full Name	Identity Number	Name of State institution

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

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

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature	Date
.....
Position	Name of bidder

SBD 6.1: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The 80/20 preference point system will be applicable in this tender. The lowest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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

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

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

The specific goals allocated points in terms of this tender	Source Documents to be used for Evaluation. (To qualify for the points, bidders must provide the below proof)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Local suppliers adjacent to SANParks operations (within the Eden District municipal area)	<ul style="list-style-type: none"> Recent municipal rates and taxes bill Letter from traditional authorities confirming business address Signed and valid Lease agreement 	10 points	
Enterprises with B-BBEE Procurement Recognition Level 1(one) – 4 (four).	<ul style="list-style-type: none"> Valid BBEE certificate issued by SANAS accredited verification Agency Affidavit (CIPC, DTIC Sworn affidavit) 	Total Points = 10 Level 1 = 10 Level 2 = 8 Level 3 = 6 Level 4 = 5	

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM



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

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

<p>.....</p> <p>SIGNATURE(S) OF TENDERER(S)</p>	
SURNAME AND NAME:
DATE:
ADDRESS:



South African
NATIONAL PARKS

Sanlam - SANParks

SMME PROCUREMENT FUND

The fund is a dedicated interest free loan that provides short-term Purchase Order finance to local SMME's that have purchase orders from SANParks. SANParks will run its normal procurement processes and once awarded with a purchase order, an SMME can apply for the fund.

Fund Requirements



Interest-Free
Loan



Maximum application
amount R1 000 000



SMME must be
within 50kms
radius of the park



Must have a purchase
order from SANParks



Black-Owned
SMMEs



Fund application link
<https://sanlamsanparks.co.za/>

Fumanekile.Makuyekwe@sanparks.org

I AM AN ENTREPRENEUR

