

REQUEST FOR QUOTATION

Terms of Reference

**INVITATION TO BID FOR THE APPOINTMENT OF A SERVICE PROVIDER**

**TO PROVIDE MAINTENANCE AND SERVICING OF AMBULANCE EQUIPMENT FOR KRUGER  
NATIONAL PARK**

Re-Issue

RFQ NO.: 000744/SK/2025

<b>REQUEST FOR QUOTATION</b>	
<p>You are hereby invited to submit quotations for:</p> <p><b>THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE MAINTENANCE AND SERVICING OF AMBULANCE EQUIPMENT FOR KRUGER NATIONAL PARK</b></p>	
<b>RFQ NUMBER:</b>	<b>RFQ No.: 0007447/SK/2025</b>
<b>ADVERTISEMENT DATE:</b>	<b>26 February 2026</b>
<b>CLOSING DATE:</b>	<b>11 March 2026</b>
<b>CLOSING TIME:</b>	<b>16h00</b>
<b>ENQUIRIES CLOSING DATE &amp; TIME</b>	<b>05 March 2026 @ 11h00</b>
<b>BID DOCUMENT SUBMISSION EMAIL:</b>	<a href="mailto:Dimpho.Mabele@sanparks.org">Dimpho.Mabele@sanparks.org</a> (Please note that any submissions made to any other email other than the designated email will not be accepted)
<b>BID VALIDITY PERIOD:</b>	<b>90 days (starting from the day after the closing date of this RFQ)</b>
<b>TECHNICAL RELATED QUERIES</b>	Dipontsho Mulaudzi at <a href="mailto:Dipontsho.Mulaudzi@sanparks.org">Dipontsho.Mulaudzi@sanparks.org</a>
<b>SCM RELATED QUERIES</b>	Dimpho Mabele at <a href="mailto:Dimpho.Mabele@sanparks.org">Dimpho.Mabele@sanparks.org</a>

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) or Service Level Agreement (SLA).

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.**

THIS RFQ IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT; THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

**PART A**

**INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS**

BID NUMBER:	RFQ No.: 0007447/SK/2025	CLOSING DATE:	11 March 2026	CLOSING TIME:	16h00
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DESCRIPTION	THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE MAINTENANCE AND SERVICING OF AMBULANCE EQUIPMENT FOR KRUGER NATIONAL PARK
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**BID RESPONSE DOCUMENTS MUST BE SENT TO THE DESIGNATED EMAIL ADDRESS**

[Sithembile.Maseko@sanparks.org](mailto:Sithembile.Maseko@sanparks.org) (Please note that any submissions made to any other email other than the designated email will not be accepted)

<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>		<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>	
CONTACT PERSON	Dimpho Mabele	CONTACT PERSON	Dipontsho Mulaudzi
TELEPHONE NUMBER	013 735 4327	TELEPHONE NUMBER	013 735 4022
E-MAIL ADDRESS	<a href="mailto:Dimpho.Mabele@sanparks.org">Dimpho.Mabele@sanparks.org</a>	E-MAIL ADDRESS	<a href="mailto:Dipontsho.Mulaudzi@sanparks.org">Dipontsho.Mulaudzi@sanparks.org</a>

**SUPPLIER INFORMATION**

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
CONTACT NUMBER	CODE	TELEPHONE NUMBER	
CELLPHONE NUMBER			
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			

<b>SUPPLIER COMPLIANCE STATUS</b>	<b>OR</b>	<b>CENTRAL SUPPLIER DATABASE</b>
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TAX COMPLIANCE PIN		SUPPLIER NUMBER	MAAA
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<b>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</b> (TICK APPLICABLE BOX)	<b>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED</b> (TICK APPLICABLE BOX)
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<input type="checkbox"/> YES <input type="checkbox"/> NO [IF YES ENCLOSE PROOF]	<input type="checkbox"/> YES <input type="checkbox"/> NO [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA	<input type="checkbox"/> YES	<input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

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

**PART B**

**TERMS AND CONDITIONS FOR BIDDING**

**1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER MAY BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

**2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER: \_\_\_\_\_

CAPACITY UNDER WHICH THIS BID IS SIGNED: \_\_\_\_\_  
(Proof of authority must be submitted e.g. company resolution)

DATE: \_\_\_\_\_

## CORRESPONDENCES - Queries

Should it be necessary for a bidder to obtain clarity on any matter arising from or referred to in this RFQ document, please refer queries, in writing, to the contact person(s) listed above in SBD 1 or below. Under no circumstances may any other employee within SANParks be approached for any information. SANParks reserves the right to place responses to such queries on the website.

**Any queries regarding the bidding procedure may be directed to:**

<b>Department:</b>	Supply Chain Management
<b>Contact Person:</b>	Dimpho Mabele
<b>Tel:</b>	013 735 4327
<b>Email Address:</b>	<a href="mailto:Dimpho.Mabele@sanparks.org">Dimpho.Mabele@sanparks.org</a>
<b>Enquiries Closing Date &amp; Time</b>	<b>05 March 2026 @ 11h00</b>

### 1. PURPOSE

Kruger National Park (KNP), under the South African National Parks (SANParks), operates a fleet of ambulances providing emergency medical support, including Advanced Life Support (ALS) inter-hospital transfers. To ensure continued operational efficiency and compliance with national health standards, KNP requires the servicing, replacement, and fitting of ALS equipment and fixtures in two ambulances.

### 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. CONDITIONS AND INSTRUCTION TO THE BIDDER

- 3.1. The Bid forms should not be retyped or redrafted, but photocopies may be prepared and used.
- 3.2. The bid documents may be completed in black ink or electronically without changing any format or content.
- 3.3. Bidders should check the numbers of the pages to satisfy themselves that none is missing or duplicated. SANParks will accept NO liability in regard to anything arising from the fact that pages are missing or duplicated.
- 3.4. Counter Conditions: SANParks draws bidders' attention that amendments to any of the Bid Conditions or setting of counter conditions by bidders will result in the invalidation of such bids.
- 3.5. Response preparation costs: SANParks is NOT liable for any costs incurred by a bidder in the process of responding to this Bid Invitation, including on-site presentations.
- 3.6. Cancellation prior to awarding: SANParks reserves the right to withdraw and cancel the Bid Invitation prior to making an award. SANParks shall not accept or incur any liability to a tenderer for such withdrawal and cancellation, however, may give written reasons for such action upon written request to do so.
- 3.7. Collusion, Fraud and corruption: Any effort by Bidder/s to influence evaluation, comparisons, or award decisions in any manner will result in the rejection and disqualification of the bidder concerned.
- 3.8. Fronting: SANParks, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes where applicable, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in the bid documents. Should SANParks establish any of the fronting indicators as contained in the Department of Trade and Industry's

“Guidelines on Complex Structures and Transactions and Fronting” during such inquiry/investigation, the onus is on the bidder to prove that fronting does not exist? Failure to do so within a period of 7 days from date of notification will invalidate the bid/contract and may also result in the restriction of the bidder to conduct business with the public sector for a period not exceeding 10 years, in addition to any other remedies SANParks may have against the bidder concerned.

#### **4. SCOPE OF WORK**

SANParks seeks to appoint a qualified and accredited service provider to:

- Service, repair, and replace existing Advanced Life Support (ALS) medical equipment.
- Fit and install required components to ensure both ambulances are fully operational for ALS inter-hospital transfers.
- Ensure compliance with all applicable national standards and health regulations for emergency vehicles.
- All equipment, workmanship, and replacement parts must comply with SANS, ISO, and CE standards, meet OEM specifications, and use only new OEM-approved components.

The appointed service provider will undertake the following:

##### **4.1. Assessment and Servicing**

- Conduct a full inspection of current ALS ambulance setup.
- Test all installed systems for functionality and safety.
- Identify defective, outdated, or non-compliant equipment.
- Provide a detailed condition assessment report and recommendation.

##### **4.2. Replacement and Fitting**

Replace, fit, and calibrate the following (as required):

- Oxygen delivery system: cylinders, regulators, flowmeters, and outlets.
- Suction apparatus: fixed and portable units with power supply integration.
- Defibrillator/monitor (12-lead ECG with AED/manual override).
- Ventilator suitable for adult and paediatric use.
- Infusion and syringe pumps.
- Spinal immobilization devices (backboards, cervical collars, head immobilizers).
- Stretcher/trolley with locking mechanisms.
- Patient restraint systems.
- Portable suction and oxygen systems.
- Lighting, inverter, and power backup system for medical devices.
- Medical cabinetry and storage compartments for infection control compliance.

##### **4.3. Vehicle Compliance and Certification**

- Ensure compliance with SANS 1789:2014 (Emergency Medical Services Vehicles).
- Validate layout and installation per HPCSA EMS Regulations.
- Provide post-installation compliance certificate and functionality test report.
- Conduct user orientation for operational staff.

#### **5. DELIVERABLES**

- Condition assessment report (pre-service).
- Quotation breakdown for parts and labour.
- Fully serviced and fitted ALS ambulances (x2).
- Compliance certificate and calibration report.
- Final handover and acceptance certificate

## 6. REPORTING AND SUPERVISION

- The service provider will report to the Fleet/Technical Services Manager and Occupational Health Unit of SANParks.
- Progress reports to be submitted weekly until completion

## 7. MANDATORY REQUIREMENTS

All mandatory documentation must be submitted by the bidder together with the RFQ Terms of Reference document at the closing date and time of the RFQ. Failure to comply with the mandatory requirements will lead to the bidder being disqualified and not considered for further evaluation.

- Proof registration and accredited with HPCSA or Department of Health for medical equipment service and installation.
- Calibration and testing certificates for medical equipment.

## 8. DETAILED PRICING – SBD 3.1 (Firm Unit prices)

Pricing Schedule for the Servicing, Replacement, and Fitting of Advanced Life Support (ALS) Inter-Hospital Transfer Equipment – Two (2) Ambulances (KNP)

No.	Description of Work / Item	Unit of Measure	QTY	Unit Price (Excl. VAT)	Total Price (Excl. VAT)
1	Assessment and Diagnostic Report. Full inspection, functionality test, compliance evaluation	Per Ambulance	2		
2	Servicing of Existing ALS Equipment. Includes calibration, testing, and minor repairs	Per Ambulance	2		
3	Replacement of Defective Components. Provide itemised list with part number and warranty details	Itemised	Lot		
4	Supply and Fitting – Oxygen Delivery System (complete). Cylinders, regulators, piping, outlets	Set	2		
5	Supply and Fitting – Suction Apparatus (vehicle mounted & portable). Dual configuration	Set	2		
6	Supply and Installation – Defibrillator / ECG Monitor. ALS-grade, CE/FDA approved	Unit	2		
7	Supply and Installation – Transport Ventilator (Adult/Paediatric). Fully programmable	Unit	2		
8	Infusion / Syringe Pump Set (dual channel)	Unit	2		
9	Stretcher & Mounting System. Heavy-duty, lockable	Unit	2		
10	Lighting and Electrical Power System. Includes inverter, LED medical lights		2		
11	Medical Cabinetry and Storage Systems. Infection-control compliant		2		
12	Vehicle Signage and Reflective Markings (if required). SANS-compliant ambulance markings		2		
13	Certification and Compliance Testing. SANS 1789 and HPCSA certification	Per Ambulance	2		
14	Training and Handover. User orientation and documentation		1		

No.	Description of Work / Item	Unit of Measure	QTY	Unit Price (Excl. VAT)	Total Price (Excl. VAT)
15	Labour Costs		1		
16	Travel / Logistics Costs. To and from KNP workshop				
<b>Sub Total</b>					
<b>VAT</b>					
<b>Grant Total</b>					

**Note:**

- All prices quoted must be inclusive of Value Added Tax (VAT). Prices must be submitted in South African Rand (ZAR). Bidders are required to ensure that their pricing must remain firm and valid for a period of 90 days, starting from the day after the closing date of this RFQ. SANParks reserves the right to engage in price negotiations with the recommended bidder prior to the finalization and signing of the contract.
- “For financial support through **interest-free** funding, please feel free to contact our funding partners Sanlam and I AM AN ENTREPRENEUR at <https://sanlamsanparks.co.za/> or 0783500768. They are here to assist you in optimising your business' financial strategies.”

**4. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS** (Standard Bidding Documents)

During this verification phase, bid responses will be assessed to ensure full compliance with the RFQ requirements. Any bidder failing to meet the stipulated requirements shall be disqualified.

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of a written quotation on company letterhead
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate),

**5. OTHER RETURNABLE DOCUMENTS**

Valid B-BBEE status level contributor verification certificate by SANAS accredited institution OR valid sworn affidavit signed by the deponent and attested by Commissioner of Oaths or certified copies thereof OR valid B-BBEE affidavit issued by CIPC for verification of specific goals.

**NB: Completing a Sworn Affidavit for BBBEE**

The following information needs to be completed properly, if not the Sworn Affidavit will be rejected as invalid.

- Full name, surname, and identity number to be completed.
- Block to be drawn around “Member/Director/Owner”.
- Enterprise name needs to be written in full as well as the trading name (if applicable) otherwise “Not applicable”.
- The Company Registration and VAT number to be completed (if not registered for VAT please again write in full “not applicable”)
- The Companies physical address including the postal code to be inserted.
- Entity of the company correctly stated i.e., (Pty) Ltd, CC and Sole Prop Etc.
- All places that have the percentage sign – the percentage needs to be completed
- “Based on the Audited Financial Statements/ Financial Statements” your choice needs have a block around the correct reply, AND the date needs to be written in full indicating (DD/MM/YYYY) i.e.: 03 January 2021.
- The Levels 1/Level, 2/Level or Level/ 4 need to be ticked in the corresponding box,

- Last but very important at the bottom of the page “Deponent Signature” and “Commissioner of Oaths” must both be full signatures and dated on the same day at the same time in front of the Commissioner with the Commissioners stamp as well.

## 6. 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).

## 7. EVALUATION CRITERIA AND WEIGHTING

Responses to the RFQ will be evaluated in two phases (Mandatory and price).

### 7.1. Phase 1: Mandatory Evaluation

Bidders must comply with the requirements set out in **Clause 6 (Mandatory Requirements)**. Failure to meet any mandatory requirement will result in disqualification, and the bidder will not be considered for further evaluation.

### 7.2. Phase 2: Price Evaluation

- 7.2.1. 80/20 preference point system will be applicable as the acquisition of goods and services is estimated to be less than the Rand value of R50 million.

Criteria	Points
Price	80
Specific Goals	20
<b>Total points for Price and Specific Goals</b>	<b>100</b>

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

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

Where:

- $P_s$  = Points scored for price of the bid under consideration  
 $P_t$  = Rand value of bid under consideration  
 $P_{\min}$  = Rand value of lowest acceptable bid

- 7.2.3. A maximum of 20 points is allocated to preference. Scoring preferences Points will be awarded to a bidder for attaining the B-BBEE Procurement Recognition status level in accordance with the table below: Specific Goals: Preference Points.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) To be completed by the organ of state)
Exempted Micro Enterprises	10
Qualifying Small Enterprises	5
Generic Scorecard	0
Enterprises with B-BBEE Procurement Recognition Level 1	10
Enterprises with B-BBEE Procurement Recognition Level 2	8
Enterprises with B-BBEE Procurement Recognition Level 3	4
Enterprises with B-BBEE Procurement Recognition Level 4	2
Enterprises with B-BBEE Procurement Recognition Level 5 and above	0

## **8. 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.

## **9. TIMELINES**

Upon appointment the service provider is expected to deliver the required service within 30 days or make arrangements. Failure to deliver SANParks reserve the right to cancel the Purchase Order.

## **10. FINANCIAL PAYMENT**

Upon appointment the recommended service provider is expected to confirm that they will provide the service on the stipulated dates upon receiving a Purchase Order, failure to adhere to the above, SANParks reserve the right to cancel the issued Purchase Order.

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

## **11. 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 as requirements of the RFQ.



**SOUTH AFRICAN NATIONAL PARKS**

**BIDDER'S DISCLOSURE**

**SBD 4**

**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?	<b>YES</b>	<b>NO</b>
		<input type="checkbox"/>	<input type="checkbox"/>

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

2.2	Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?	<b>YES</b>	<b>NO</b>
		<input type="checkbox"/>	<input type="checkbox"/>

2.2.1 If so, furnish particulars: \_\_\_\_\_

<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.

2.3	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.

3.5 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.

3.6 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.

<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.

3.7 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 the Bidder

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

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

**1. GENERAL CONDITIONS**

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

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

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

**1.2 To be completed by the organ of state**

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

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

(a) Price; and

(b) Specific Goals

**1.4 To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
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.

**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:

$$\begin{array}{ccc}
 80/20 & \text{Or} & 90/10 \\
 P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{Or} & P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)
 \end{array}$$

Where:

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

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

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

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

$$\begin{array}{ccc}
 80/20 & \text{Or} & 90/10 \\
 P_s = 80 \left( 1 + \frac{P_t - P_{\max}}{P_{\max}} \right) & \text{Or} & P_s = 90 \left( 1 + \frac{P_t - P_{\max}}{P_{\max}} \right)
 \end{array}$$

Where:

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\max}$  = Price of highest acceptable bid

**4. POINTS AWARDED FOR SPECIFIC GOALS**

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

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

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

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

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

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

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

The specific goals allocated points in terms of this tender		Number of points allocated (80/20 system) To be completed by the organ of state)	Number of points claimed (80/20 system)
Exempted Micro Enterprise		10	
Qualifying Small Enterprise		5	
Generic Scorecard		0	
Enterprises with B-BBEE Procurement Recognition Level 1		10	
Enterprises with B-BBEE Procurement Recognition Level 2		8	
Enterprises with B-BBEE Procurement Recognition Level 3		4	
Enterprises with B-BBEE Procurement Recognition Level 4		2	
Enterprises with B-BBEE Procurement Recognition Level 5 and above		0	

**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3 Name of Company / Firm:

4.4 Company Registration Number:

4.5 Type of Company / Firm (Tick applicable box)

Partnership / Joint Venture / Consortium	<input type="checkbox"/>	Personal Liability Company	<input type="checkbox"/>
One-person business / sole propriety	<input type="checkbox"/>	(Pty) Limited	<input type="checkbox"/>
Close corporation	<input type="checkbox"/>	Non-Profit Company	<input type="checkbox"/>
Public Company	<input type="checkbox"/>	State Owned Company	<input type="checkbox"/>

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

- (i) The information furnished is true and correct;
- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

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

	_____
	SIGNATURE(S) OF TENDERER(S)
<b>SURNAME AND NAME</b>	_____
<b>DATE:</b>	_____
<b>ADDRESS:</b>	_____
	_____