



REQUEST FOR QUOTATION

Terms of Reference

**INVITATION TO SUBMIT FORMAL WRITTEN PRICE QUOTATIONS FOR
THE SUPPLY AND DELIVERY OF CLEANING MATERIAL FOR
BONTEBOK NATIONAL PARK**

RFQ NO: 28825/BNP/2026-27

REQUEST FOR QUOTATION	
INVITATION TO SUBMIT FORMAL WRITTEN PRICE QUOTATIONS FOR THE SUPPLY AND DELIVERY OF CLEANING MATERIAL FOR BONTEBOK NATIONAL PARK	
RFQ NUMBER:	28825/BNP/2026-27 Please reference RFQ number on email subject line for submission.
ADVERTISEMENT DATE:	05 May 2026
CLOSING DATE:	08 May 2026
CLOSING TIME:	16h00PM
RFQ DOCUMENT DELIVERY ADDRESS:	Bontbokscmquotations@sanparks.org NB: All responses must be submitted on the above dedicated mailbox. No hand delivery submissions will be considered
RFQ VALIDITY PERIOD:	90 days (commencing from the RFQ Closing Date)
TECHNICAL RELATED QUERIES	Bontbokscmquotations@sanparks.org
SCM RELATED QUERIES	Sibabalo.Mbengashe@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 officials indicated under SBD 1 or as indicated above.

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

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS					
BID NUMBER:	28825/BNP/2026-27	CLOSING DATE:	08 May 2026	CLOSING TIME:	16:00pm
DESCRIPTION	INVITATION TO SUBMIT FORMAL WRITTEN PRICE QUOTATIONS FOR THE SUPPLY AND DELIVERY OF CLEANING MATERIAL FOR BONTEBOK NATIONAL PARK				
BID RESPONSE DOCUMENTS MUST BE SENT TO THE DESIGNATED EMAIL ADDRESS					
Bontelokscmquotations@sanparks.org					
Please reference RFQ number on email subject line for bid submission.					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Sibabalo Mbengashe	CONTACT PERSON	Thandiwe Ntsume-Bozwana		
TELEPHONE NUMBER	0217412320	TELEPHONE NUMBER	0285143206		
E-MAIL ADDRESS	Bontelokscmquotations@sanparks.org	E-MAIL ADDRESS	Bontelokscmquotations@sanparks.org		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<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 BELOW.					

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.”

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

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....

1. PURPOSE

The purpose of this RFQ is to invite a supplier for the supply and delivery of cleaning material for Bontebok National Park. **Any reference to brand names means similar or equivalent.**

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

SANParks needs the service of a supplier for the Supply and Delivery of Cleaning Material to Bontebok National Park.

SPECIFICATION:

Supply and Delivery of cleaning Materials to Bontebok National Park (See list on Pricing Schedule)

Delivery Address

Bontebok National Park
Off N2
Swellendam
6740

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. 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:

- Submission of fully completed SBD1 (Invitation to Bid).
- Submission of a quotation on the company letterhead.
- Submission of fully completed SBD 4 (Bidder's disclosure).
- Submission of fully completed SBD6.1 (Preferential points claim form).

In order to qualify for preference points for HDI and/or Specific Goals, it is the responsibility of the bidder to submit documentary proof (BBBEE certificate or sworn affidavits,) in support of bidders claims for such preference for that specific goal.

Bidders are further referred to the content of the (SBD 6.1) Preference Schedule for the full terms and conditions applicable to the awarding of preference points.

- Valid BEE Certificate or Sworn Affidavit
- Submission of SARS TAX pin

5. CENTRAL SUPPLIER DATABASE INFORMATION






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










6. Pricing Schedule









MAIN CATEGORY: CLEANING CHEMICALS








INVITATION TO SUBMIT FORMAL WRITTEN PRICE QUOTATION FOR THE SUPPLY AND DELIVERY OF CLEANING MATERIAL TO BONTEBOK 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."



Item No	Item Description	Quantity per order	Unit Price	Price excl. VAT
	SUBCATEGORY: HOUSEKEEPING (GUESTS ROOMS AND PUBLIC AREAS)			
1.	200G - STANDARD ROUND MOP COMPLETE PLASTIC SOCKET & WOODEN HANDLE 	15		
2.	300G - JUMBO MOP COMPLETE METAL SOCKET & WOODEN HANDLE 	20		
3.	450MM - PLATFORM BROOM WITH HARD BRISTLES, METAL STAY, AND COATED WOODEN HANDLE DESCRIPTION: A heavy-duty broom with hard bristles for sweeping tough debris. Features metal stays for durability and a coated wooden handle for a comfortable grip. Ideal for indoor and outdoor use. 	3		
4.	DELUXE HOUSEHOLD BROOM WITH SOFT BRISTLES AND WOODEN HANDLE DESCRIPTION: A high-quality broom filled with soft flagged synthetic fibre in assorted colours with buffer with wooden handle and 55 grip. Ideal for everyday household cleaning. 	25		
5.	ANGLE BROOM WITH HARD BRISTLES DESCRIPTION: A cleaning broom designed with bristles that are set at an angle, making it easier to reach corners and edges. 	5		



6.	DUSTPAN AND BRUSH SET LONG HANDLE (INDOORS) Plastic - Long Handle Dustpan and Brush - Handle length - 107cm - Dustpan width – 26cm		20	
7.	SCRUBBING DECK BROOM WITH HARD BRISTLES AND WOODEN HANDLE DESCRIPTION: A sturdy cleaning tool designed for deep cleaning tasks.		3	
8.	175MM – HACCP COMPLIANT COLOUR CODED HYGIENE SCRUB BRUSH WITH HARD BRISTLES		1 x pack of 6	
9.	Multi colour leaf rake : 1550mm Plastic leaf rake, wooden handle/ corrosion		3	
10.	6L - HEAVY DUTY COLOUR CODED PLASTIC BUCKET		20	
11.	20 litres -46x37x 28cm Poly plastic-double compartment buckets /swing handles/ pouring spout/capacity -20litres		5	
12.	GRILLER BRUSH AND SCRAPER Black/Grey /30CM long handle/Poly or wood/Griddle brush with scraper/hard coarse wire bristles		5	
13.	Black Toilet Brush & Holder Set Colour: Black Product dimensions:38L x 8W x 38H cm Concealed brush		20	
14.	600ML POLYETHYLENE BOTTLES White / Polyethylene bottle/trigger type spray mechanism		30	

15.	500ML-POLYETHYLENE BOTTLE FOR GUEST DISHWASHER White/ polyethylene-bottle screw on spout / capacity -500ml		30		
16.	Manual Hand Pump] 1pc Portable Manual Hand Pump Efficient Liquid Transfer, Ergonomic Handle, Durable Construction & Easy-Use		3		
17.	YELLOW HOUSEHOLD GLOVE DESCRIPTION: A reusable, waterproof glove designed to protect hands during cleaning tasks. Made from durable latex or rubber, it offers flexibility, comfort, and resistance to household chemicals Yellow; Medium		25 sets		
18.	Household glove -Natural Rubber A reusable, waterproof glove designed to protect hands during cleaning tasks. Made from durable latex or rubber, it offers flexibility, comfort, and resistance to household chemicals Yellow: Small		25 sets		
19.	Household glove -Natural Rubber A reusable, waterproof glove designed to protect hands during cleaning tasks. Made from durable latex or rubber, it offers flexibility, comfort, and resistance to household chemicals Yellow: Large		25 sets		
20.	Household glove - A reusable, waterproof glove designed to protect hands during cleaning tasks. Made from durable latex or rubber, it offers flexibility, comfort, and resistance to household chemicals Yellow; Medium		25 sets		
21.	Household glove -Natural Rubber A reusable, waterproof glove designed to protect hands during cleaning tasks. Made from durable latex or rubber, it offers flexibility, comfort, and resistance to household chemicals Yellow: Small		25 sets		
22.	Household glove -Natural Rubber A reusable, waterproof glove designed to protect hands during cleaning tasks. Made from durable latex or rubber, it offers flexibility, comfort, and resistance to household chemicals Yellow: Large		25 sets		

23.	<p><u>STEEL WOOL 500G</u> Grade 1 (Medium)</p> 	3 x packs of 500g		
24.	<p><u>TOILET BRUSH SET – ROUND BRUSHES</u></p> <p>White/ Standard size/ Toilet brush set</p> 	20		
25.	<p><u>SCOURING PADS</u> Multi colours 150cmx100mm</p> 	100		
26.	<p>75X55MM - SPONGE SCOURER SMALL DESCRIPTION: A cleaning tools made from a combination of a soft sponge and an abrasive surface, designed for scrubbing and cleaning dishes, cookware, and surfaces.</p> 	200		
27.	<p><u>MICROFIBER CLOTH</u> 300X20MM Lint Free Super absorbent, quick drying 80% polyester and 20% polyimide Multipurpose cleaning</p>  <p>Available in Blue, Green, Yellow, and Red</p>	100		
28.	<p><u>MICROFIBER CLOTH</u> 300X20MM Lint Free Super absorbent, quick drying 80% polyester and 20% polyimide Multipurpose cleaning</p> 	100		
29.	<p><u>MICROFIBER CLOTH</u> 300X20MM Lint Free Super absorbent, quick drying 80% polyester and 20% polyimide Multipurpose cleaning</p> 	100		

30.	<p><u>MICROFIBER CLOTH</u> 300X20MM Lint Free Super absorbent, quick drying 80% polyester and 20% polyimide Multipurpose cleaning</p> 	100		
31.	<p><u>1 PLY TOILET PAPER</u> Packing: 48's rolls in bale 1 Ply Toilet Paper strong, durable, and great quality. SABS appro Septic tank safe. 48's rolls in bale of 500 sheet case. Sheet size: 100mm x 110mm</p> 	40 packs of 48's in a bale		
32.	<p><u>IMPRINTED 2PLY TOILET PAPER</u> High-quality "white," "soft," "Imprinted 2 Ply Toilet Paper: Individually wrapped rolls-Packed 48's rolls in a bale, (2x24). 350 Sheets as per SABS regulations. 33gsm, Sheet Size 100mmx110mm Similar or equivalent to Twin Saver or Baby soft fresh white.</p> 	30 packs of 48's in a bale		
33.	<p><u>75X95CM – BLACK EXTRA HEAVY DUTY REFUSE BAG (40 MICRON)</u> Refuse bags-40mic SANS Packs of 100's</p> 	20 packs of 100		
34.	<p><u>PLASTIC CLEANING TOOL CADDY</u> DESCRIPTION: A portable organizer designed hold and carry cleaning supplies and tools. It typically features multiple compartments to store items such as sprays, brushes, cloths, gloves, & other cleaning products. Size: 380mm x 330mm x 110mm Colour: Grey</p> 	8		
35.	<p><u>75X95CM – BLUE HEAVY DUTY REFUSE BAG (30 MICRON)</u></p> 	10 packs of 100		
CLEANING CHEMICALS				
36.	<p>25lt: Dish washing detergent: Used to clean cutlery and crockery. Must be biodegradable and must be safe to use in food industry. Carries the SANS 1828, SANS 1853 mark.</p>	5		

37.	25lt: Fabric Softener: Laundry fabric softener and conditioner. Leaves fabric soft, with lasting fragrance.	5		
38.	25lt: Floor Polish: Similar or equivalent to Tusk Brite - 20% Solids Polymer Floor Dressing	5		
39.	25lt: Pine Gel: Multipurpose, thick, green, concentrated gel cleaner containing pine oil which has natural disinfectant properties	5		
40.	25lt: Air Freshener: Floral scented air freshener with anti-tobacco properties which leaves lasting fragrance.	5		
41.	25lt: Floor Stripper: Tusk Strip - Non-Ammoniated Floor Stripper	5		
42.	25lt: Liquid Toilet Bowl Cleaner: Concentrated perfumed liquid cleaner, disinfectant and detainer for toilets and urinals	5		
43.	25lt: Household Thick Bleach: Sodium Hypochlorite, no dilution needed.	5		
44.	25lt: Laundry Washing Powder: Low-foaming powder detergent biodegradable. Effective stain removing properties. Safe to use in most fabrics and linens. For use in industrial laundries.	5		
45.	25lt: Laundry Stain Remover: Highly concentrated laundry detergent, used to remove, blood, wine and greasy stains on different types of fabric. Carries SANS1828 mark.	5		
46.	Metal polish Similar or Equivalent to (Brasso)	1 (6 per pack)		
47.	875ml Scented floor polish Wax Polish Lavender Similar or Equivalent to (Cobra)	5		
48.	1LT: Furniture polish: for wooden surfaces with a lasting shine – similar or equivalent to Woodoc 	12		
49.	5LT: Met shine 5lt similar or equivalent to (brasso) 	2		
50.	25lt: Pine Guard - Multipurpose Cleaner, Disinfectant and Freshener	5		

					
51.	5lt: Micro-Drain Cleaner – Eco-Friendly Enzyme & Bacteria Formula - Powerful Biological Drain Unblocker for Grease Traps, Septic Tanks & Drains		5		
52.	Delivery to Bontebok National Park				

SUBTOTAL

R

VAT 15%

R

GRAND TOTAL

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. TIMELINES

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

9. FINANCIAL PAYMENT

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

10. FINAL AWARD

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

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

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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

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.

**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.

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 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest 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 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 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 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 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 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	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 300km from Bontebok National Park)	<ul style="list-style-type: none"> • Municipal rates bill in the name of the bidder company or name of directors of the company (not older than 3 months); or • Local municipality confirming business address (not older than 3 months); or, • Signed and valid Lease agreement (Submit proof of latest rental payment - not older than three months (bank proof, EFT slips or receipts that match the landlords' details on the lease agreement) <p>NB. The municipality rates bill provided must be where the business operates (Where a supplier is a tenant, they must submit a copy of the municipal bill plus a letter of consent from the landlord tying the business to the address).</p>	20 points	
Total Points		20	

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.

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

