



**South African  
NATIONAL PARKS**

**REQUEST FOR QUOTATION**

**FOR**

**APPOINTMENT OF A SERVICE PROVIDER FOR  
PROVISION OF COSTING AND TENDERING TRAINING  
TO SMME'S**

**RFQ NO:**

**30177-AENP-2027/27**

# REQUEST FOR QUOTATION

You are hereby invited to submit a price quotation for:  
**PROVISION OF COSTING AND TENDERING TRAINING TO SMME's**

<b>RFQ NUMBER:</b>	30177-AENP-2027/27
<b>ADVERTISEMENT DATE:</b>	Tuesday, 03 June 2026
<b>CLOSING DATE:</b>	Monday, 09 June 2026
<b>CLOSING TIME:</b>	11:00 am
<b>BID DOCUMENT DELIVERY ADDRESS:</b>	<a href="mailto:Addoscmquotations@sanparks.org">Addoscmquotations@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>	90 days (commencing from the RFQ Closing Date)
<b>TECHNICAL RELATED QUERIES</b>	Fumanekile Makuyekwe <a href="mailto:fumanekile.makuyekwe@sanparks.org">fumanekile.makuyekwe@sanparks.org</a> / 012 426 5359
<b>SCM RELATED QUERIES</b>	Goodman Mawela

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

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

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

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

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

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS</b>					
BID NUMBER:	30177-AENP-2027/27	CLOSING DATE:	09 June 2026	CLOSING TIME:	11:00 am
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF COSTING AND TENDERING TRAINING TO SMME'S				
<b>BID RESPONSE DOCUMENTS MUST BE SENT TO THE DESIGNATED EMAIL ADDRESS</b>					
<a href="mailto:Addoscmquotations@sanparks.org">Addoscmquotations@sanparks.org</a>					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Goodman Mawela		CONTACT PERSON	FUMANEKILE MAKUYEKWE	
TELEPHONE NUMBER	042 233 8661		TELEPHONE NUMBER	012 426 5359	
E-MAIL ADDRESS	<a href="mailto:Addoscmquotations@sanparks.org">Addoscmquotations@sanparks.org</a>		E-MAIL ADDRESS	<a href="mailto:fumanekile.makuyekwe@sanparks.org">fumanekile.makuyekwe@sanparks.org</a>	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  <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	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [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 ]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>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.</b>					

**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 Request for Quotation (RFQ) is to appoint a qualified service provider to conduct a 4-day Costing and Tendering Training for **120** SANParks suppliers and potential suppliers.

## **2. INTRODUCTION TO SANPARKS**

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**

The appointed Service Provider will be responsible for:

- Developing and delivering a comprehensive 4-day training programme on Costing and Tendering.
- Providing a qualified and experienced facilitator(s) to conduct the training.
- Supplying all required stationery for delegates (e.g., pens, notepads, training materials, printed manuals, etc.).
- Providing training materials in both hard copy and electronic format.
- Delivering training in English
- Issuing certificates of attendance upon completion.
- The Service Provider must submit a close-out report within 5 working days of completion, including attendance registers, training evaluation results, photographs, and summary of participant feedback.

### **3.1 Training Details**

The training will be conducted at the following locations:

1. **Addo Elephant National Park**  
Venue: Valencia Community Hall. Addo  
Number of delegates: 60
2. **Addo Elephant National Park**  
Venue: Port Alfred Civic Centre, Port Alfred  
Number of delegates: 60

### **3.2 Objectives:**

- To provide face to face theoretical training on costing and tendering over a period of 4 days (weekdays).

### **3.3 Other Important Information to Note:**

- Training will take place in Addo (July 2026), Port Alfred (August 2026) and Kimberley (September 2026) Training dates will be communicated with the successful bidder.
- SANParks will be responsible for providing the training venue.
- SANParks will be responsible for provision of refreshments for all delegates
- Facilitator travelling and accommodation costs will be incurred by the appointed service provider.
- Training material will be the property of the client.

### **3.5 The Costing and Tendering should cover the content below:**

1. Legislation Governing Procurement in South Africa
2. Different tender descriptions
3. Types of Tenders

4. Tender process flow
  - a) Advertising of tenders
  - b) Briefing Sessions
  - c) Compiling the tender response
  - d) Tender response evaluation
  - e) Tender Award
5. Stage 1: Pre-qualification criteria
6. Stage 2: Functionality
  - a) Functionality points evaluation by Organs of State
  - b) Bid response on functionality
7. Stage 3: Evaluation according to the Preference Point System
  - a) Pricing
  - b) B-BBEE
8. Subcontracting
9. Joint ventures and Consortiums
10. Policies and procedures
11. Standard Bidding Documents (SBD)
12. Local Content
  - a) Brief history of Local Content
  - b) Definition of Local Content
  - c) Regulation 3 (c ) & 8
  - d) Local Content Percentage Calculation
  - e) SBD 6.2 and Annexures, C, D & E

### **3.6 Business Compliance**

- Training on CIPC company registration & CIPC returns,
- SARS tax compliance & SARS returns / e-filing,
- B-BBEE certification,
- Central Supplier Database (CSD) registration,
- Construction Industry Development Board (CIDB) registration training, CIDB updates/amendments and CIDB upgrade.
- National Home Builders Registration Council

NB: Training Provider is expected to provide a Training Plan / Implementation Plan that will illustrate what will be covered for each day as per the outline above. Practical exercises /examples are crucial in making sure that the training achieves the desired outcomes.

#### 4. EVALUATION PHASES

<b><u>PHASE 1: COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS</u></b> In this phase <u>All</u> proposals received will be verified for compliance and completeness of the submitted proposal per the set of minimum requirements	
<b><u>PHASE 2: MANDATORY REQUIREMENTS</u></b> <ul style="list-style-type: none"><li>• Compliance responsiveness criteria</li></ul>	
<b><u>PHASE 3: PRICE AND SPECIFIC GOALS</u></b>	
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

#### 5. PHASE: 1 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 which requirements as stipulated below:

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of a quotation on the company letterhead,
- Submission of fully completed SBD 4 (Bidder's disclosure),
- Submission of fully completed SBD 6.1 (accompanied by the original or certified B-BBEE Status Level Verification Certificate or B-BBEE Sworn Affidavit). (DTIC/CIPC)
- Submission of fully completed SBD 7.2 Contract Form

## 6. PHASE: 2 MANDATORY REQUIREMENTS

The bidder must indicate its compliance / non-compliance to the requirements and should substantiate its response with supporting evidence. If more space is required to justify compliance, please ensure that the substantiation is clearly cross-referenced to the relevant requirement. Failure to comply with Mandatory Requirements will lead to the bidder being disqualified and not considered for further evaluation on the Price and Preference requirements. No “unanswered” questions will be allowed. If a response to a question has been indicated as comply but not elaborated upon or substantiated it shall be regarded as non-compliance and the bidder shall be disqualified.

Description of requirement	Bidder to tick Yes if the document is submitted	Reference where the document is in the submission
<b>LEGISLATIVE AND MANDATORY</b>		
<p>The lead facilitator must possess a minimum NQF Level 8 qualification in Commerce, Supply Chain Management, Accounting, Economics, or Development Studies.</p> <p>Attach CV and certified copies of certificates</p>		
<p>The bidder must submit a detailed Training Plan / Implementation Plan clearly indicating what will be covered for each of the four (4) training days.</p>		
<p>The bidder must submit a detailed Company Profile demonstrating a minimum of three (3) years' experience in the SMME training environment.</p> <p>The Company Profile must include:</p> <ol style="list-style-type: none"> <li>1. Company background and date of establishment.</li> <li>2. Core business activities.</li> <li>3. Demonstrated experience in delivering training to SMMEs</li> </ol>		
<p>Bidders must submit a minimum of three (3) signed reference letters on the client's official letterhead.</p> <p>The reference letters must:</p> <ul style="list-style-type: none"> <li>• Be related to <b>Costing, Tendering, Supply Chain Management, Procurement, or SMME Development training.</b></li> <li>• Reflect training services conducted within the last five (5) years.</li> </ul> <p>Each reference letter must clearly indicate the following:</p> <ul style="list-style-type: none"> <li>• Client name</li> <li>• Description of training provided</li> <li>• Training duration (number of days and/or dates conducted)</li> <li>• Contact person, telephone number and email address</li> </ul> <p>SANParks reserves the right to verify the authenticity of the references provided</p>		

## **7. CENTRAL SUPPLIER DATABASE – MANDATORY COMPLIANCE**

Bidders are required to be registered on the Central Supplier Database (CSD) of the National Treasury prior to submitting their bid (open tenders). Failure to being registered on the CSD and failure to submit the requested proof of registration on CSD information will lead to disqualification. (Please provide proof of registration on the Central Supplier Database).

## **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. OCCUPATIONAL HEALTH AND SAFETY**

The service provider acknowledges that he is fully aware of the provisions of the OHS Act 85 of 1993 and that he is an employer in his own right with duties and responsibilities as prescribed in the Act.

## **10. FINANCIAL PAYMENT**

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 and requirements of the RFQ. Final award will be confirmed by issuing a PO

## 12. PRICING SCHEDULES

### 12.1 COSTING AND TENDER TRAINING: VALENCIA COMMUNITY HALL. 60 DELEGATES

NO	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	Facilitation Fee per day	Per day	4		
2	Training Preparation, Material Development and Training Manuals	Lump Sum	1		
3	Assessment & Reporting	Lump Sum	1		
5	Stationery: Pen and Notepad	Per delegate	60		
6	Certificates of attendance	Per delegate	60		
7	Travel and Accommodation costs	Lump sum	1		
				Sub-Total	
				VAT @ 15%	
				Grand Total	

### 12.2 COSTING AND TENDER TRAINING: PORT ALFRED CIVIC CENTRE, PORT ALFED. 60 DELEGATES

NO	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	Facilitation Fee per day	Per day	4		
2	Training Preparation, Material Development and Training Manuals	Lump Sum	1		
3	Assessment & Reporting	Lump Sum	1		
5	Stationery: Pen and Notepad	Per delegate	60		
6	Certificates of attendance	Per delegate	60		
7	Travel and Accommodation costs	Lump sum	1		
				Sub-Total	
				VAT @ 15%	
				Grand Total	

## 12.2 SUMMARY OF COSTS

TOTAL COST FOR ADDO	R
TOTAL COST FOR PORT ALFRED	R
TOTAL COST INCLUSIVE OF VAT	R

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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

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

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with

\_\_\_\_\_

<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.

any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

### **3 DECLARATION**

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the 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.

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

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

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

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:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	<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 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	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)
Promotion of enterprises owned by black people with at least 51% shareholding or more	<b>Total Points 10</b> 91% to 100% = 10 81% to 90% = 8 71% to 80% = 6 61% to 70% = 4 51% to 60% = 2 Less than 50% = 0	
Exempted Micro Enterprise (EMEs)  Qualifying Small Enterprise (QSEs)	<b>Total Points 10</b>  EME/ QSE'S = 10 points	
<b>Total</b>	<b>20</b>	

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

