



**South African  
NATIONAL PARKS**

**TERMS OF REFERENCE**

**Quotation Request for the appointment of service provider for provision of pest control and hygiene services to Addo Elephant National Park for a period of twelve (12) months**

**RFQ NO:**

**30178-AENP-2026/27**

# REQUEST FOR QUOTATION

You are hereby invited to submit proposal / price quotation for:

APPOINTMENT OF SERVICE PROVIDER FOR PROVISION OF PEST CONTROL AND HYGIENE SERVICES TO ADDO ELEPHANT NATIONAL PARK FOR A PERIOD OF TWELVE (12) MONTHS

|                                      |   |
|--------------------------------------|---|
| <b>RFQ NUMBER</b>                    | <b>30178-AENP-2026/27</b>   |
| <b>ADVERTISEMENT DATE</b>            | <b>05 June 2026</b>   |
| <b>CLOSING DATE</b>                  | <b>12 June 2026</b>   |
| <b>CLOSING TIME</b>                  | <b>11:00 AM</b>   |
| <b>BID DOCUMENT DELIVERY ADDRESS</b> | <a href="mailto:Addoscmquotations@sanparks.org">Addoscmquotations@sanparks.org</a> (Submissions sent to any other email address will not be considered).  |
| <b>SITE BRIEFING</b>                 | A compulsory clarification or site meeting or briefing session will be conducted: 09 June 2026. @ 10:00am<br><br>Venue: Addo Elephant National Park Main Camp<br><br>Address: R342 Paterson Road, Addo 6105 |
| <b>BID VALIDITY PERIOD</b>           | <b>90 days (commencing from the RFQ Closing Date)</b>   |
| <b>ENQUERIES</b>                     | Email: <a href="mailto:Addoscmquotations@sanparks.org">Addoscmquotations@sanparks.org</a> Contact no: 042-233-8661  |
| <b>OFFERS SUBMITTED</b>              | <b>No alternative offers/ options will be accepted.</b>   |

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**

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

|             |   |               |                     |               |                 |
|-------------|---|---------------|---------------------|---------------|-----------------|
| BID NUMBER: | <b>30178-AENP-2026/27</b>   | CLOSING DATE: | <b>12 June 2025</b> | CLOSING TIME: | <b>11:00 AM</b> |
| DESCRIPTION | <b>APPOINTMENT OF SERVICE PROVIDER FOR PROVISION OF PEST CONTROL AND HYGIENE SERVICES TO ADDO ELEPHANT NATIONAL PARK FOR A PERIOD OF TWELVE (12) MONTHS</b> |               |                     |               |                 |

**BID RESPONSE DOCUMENTS MAY BE SENT TO THE BELOW EMAIL**

[Addoscmquotations.scm@sanparks.org](mailto:Addoscmquotations.scm@sanparks.org)

|   |  |  |  |
|---|--|--|--|
| <b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b> |  | <b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b> |  |
| CONTACT PERSON  | <b>Goodman Mawela</b>  | CONTACT PERSON                                 | <b>Sinor Witbooi</b>   |
| TELEPHONE NUMBER                                      | <b>042 233 8661</b>  | TELEPHONE NUMBER                               | <b>042 233 8600</b>  |
| E-MAIL ADDRESS  | <a href="mailto:Addoscmquotations.scm@sanparks.org">Addoscmquotations.scm@sanparks.org</a> | E-MAIL ADDRESS                                 | <a href="mailto:Sinor.witbooi@sanparks.org">Sinor.witbooi@sanparks.org</a> |

**SUPPLIER INFORMATION**

|  |  |  |                                     |   |      |
|--|--|--|-------------------------------------|---|------|
| NAME OF BIDDER                               |  |  |                                     |   |      |
| POSTAL ADDRESS                               |  |  |                                     |   |      |
| STREET ADDRESS                               |  |  |                                     |   |      |
| TELEPHONE NUMBER                             | CODE   |  | NUMBER                              |   |      |
| CELLPHONE NUMBER                             |  |  |                                     |   |      |
| FACSIMILE NUMBER                             | CODE   |  | NUMBER                              |   |      |
| E-MAIL ADDRESS                               |  |  |                                     |   |      |
| VAT REGISTRATION NUMBER                      |  |  |                                     |   |      |
| SUPPLIER COMPLIANCE STATUS                   | TAX COMPLIANCE SYSTEM PIN:   |  | OR                                  | CENTRAL SUPPLIER DATABASE No:   | MAAA |
| B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE | TICK APPLICABLE BOX]<br><input type="checkbox"/> Yes <input type="checkbox"/> No |  | B-BBEE STATUS LEVEL SWORN AFFIDAVIT | [TICK APPLICABLE BOX]<br><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<br>[IF YES ENCLOSE PROOF] | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES, ANSWER THE QUESTIONNAIRE BELOW ] |
|---|--|--|---|

**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?

YES  NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?

YES  NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?

YES  NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

YES  NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

YES  NO

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

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

**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, 2017, 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 is to appoint a service provider for provision of pest control and hygiene services to Addo Elephant National Park.

## 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 entity.

The primary mandate of SANParks is to expand, protect, conserve, and control the system of national parks, terrestrial and marine, that it is assigned to manage. SANParks currently manages over 4 million hectares of terrestrial and 369 657 ha marine protected biodiversity through a system of 21 National Parks and 10 Marine Protected Areas: (MPAs), representing approximately 67% of state owned terrestrial protected areas and 22% of State Managed MPAs. This places SANParks in an ideal position to not only meaningfully contribute to the protection and sustainable use of the megadiverse biodiversity of South Africa, but also to be a key player in building climate resilience through ecosystem-based mitigation and adaptation.

## 2. SCOPE OF WORK

The scope of the work includes but not limited to provision of pest control and hygiene services to Addo Elephant National Park.

The following services will be required in Addo Elephant National Park

### 2.1 Hygiene Services

The service provider will be expected to supply, install, maintain and service hygiene equipment.

#### (i) Equipment dispenser automated

Monthly maintenance, refill, ensuring that the equipment is in good working conditions. All equipment must be SABS/SANS approved. **(Refer to Annexure A Part A: Pricing Schedule)**

#### ii) Consumables (Refer to Annexure A Part B: Pricing Schedule)

### 2.2 Deep Cleaning

The service provider shall provide quarterly deep cleaning services to the area listed below. **(Refer to Annexure A Part C: Pricing Schedule)**

### 2.3 Pest Control (Refer to Annexure A Part D: Pricing Schedule)

- The service required is for the treatment of pests/rodents and bedbugs within the areas specified on a quarterly basis. The following pests are covered in the agreement: bedbugs, cockroaches, rats, booklice, thatch mice, ants, and silverfish.
- The following non-standard treatment methods are included in the agreement: fogging & misting, together with general residual insecticide application and rodenticide applications.
- Insecticides applied must be non-volatile, of suspension concentrate formulation/ or gel formulation and may only contain Pyrethroids/Pyrethrins.
- Rodenticides applied must be of a formulation and must have no secondary poisoning risk.
- All datasheet for pesticides used must be submitted to management

### **3 RESPONSIBILITIES OF SANPARKS**

- Give indication of unsatisfactory performance to the attention of the company's management for improvement and expect feedback on how such unsatisfactory performance or bad behavior will be prevented for future occurrences.
- Review the monthly report and provide feedback.
- Effecting payment within 30 days from date of receipt of original tax invoices.

### **4 RESPONSIBILITIES OF THE BIDDER**

- Keep the record of services attended on that day and provide checklist and report on the conditions of the equipment
- Submit invoice together with the checklist and delivery note on every last day of the month to the Duty Manager

### **5 GENERAL SERVICE REQUIREMENTS**

- Service providers will act in good faith in conducting and providing services at SANParks premises.
- The Service Provider will provide full services as required for the duration of contract period.

### **6 OCCUPATION HEALTH AND SAFETY**

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

The following will form part of OHS requirement.

#### **Compliance with the following Acts and Regulations:**

- Occupational Health and Safety Act 85 of 1993 (Hazardous Biological Agents, Facility Regulations, Hazardous Chemical Substances Regulations)
- National Environmental Management Waste Act 59 of 2008

- Sanitary waste disposal regulations of South Africa
- The contractor will have to comply with all OHSACT regulations and provide all required safety equipment (PPE equipment)
- Waste Transfer Certificate and Safe disposal Cert
- Waste Handling, storage and Transportation Plan
- SHE file (Legal Appointments, Staff OHS Training and Handling of Hazardous Biological agents, Medical Cert of employees, HIRA, Competence of the Drivers, etc.)
- Provision of adequate PPE for the employees which complies with regulatory requirements of hygiene services
- Environmentally friendly chemical substitutes to be supplied.
- Material Safety data Sheets (MSDS) must come with every chemical supplied.
- Safe Work Procedures of the appointed service provider to be declared prior to work commencement.
- Safety, Health and Environmental management plan for the appointed service provider will be required prior to actual appointment

## **7. MEETINGS AND/OR REPORTING**

SANParks would require monthly meetings with the service provider as well as the monthly reports of all occurrences to follow-up of the progress of all identified factors in need of correction or improvement.

## **8. COMPETENCIES OR LEVEL OF SERVICE BY THE SERVICE PROVIDER**

- The service provider needs to be reputable with a track record of dealing with large clients.
- SANParks shall be entitled to use the findings of customer satisfaction surveys, spot-checks and audit reports or complaints to determine the level of compliance by the service provider with regard to the service standards and responsibilities stipulated in this document.
- Should SANParks at any time believe that any member of the service provider's personnel is failing to comply with their operational requirements as described in this document, such person may be denied access by SANParks to the relevant premises and the service provider will be required to replace such person without delay.

### 3. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents) - RETURNABLES

SANParks has set out the minimum administrative criteria that must be met by a bidder. The below administrative documents must be completed and signed by the authorized representative of a bidder. If a bidder fails to fully comply with the criteria, SANParks reserves the right at its sole discretion to allow such bidder an opportunity to submit and/or supplement the information and/or documentation submitted within a grace period of (seven) 7 calendar days prior to disqualifying the bidder.

SANParks will disqualify (where non-submission is indicated below to result in disqualification) a bidder who does not achieve full compliance with the criteria within the seven (7) calendar days grace period.

| Documents   | Instruction  | Will non-submission result in disqualification?                         |
|---|--|---|
| Submission of fully completed SBD1 (Invitation to Bid),   | Bidders to complete and sign   | Yes   |
| Submission of the pricing schedule in the RFQ document  | Bidders to submit a completed pricing schedule   | Yes   |
| Submission of fully completed SBD 4 (Declaration of Interest),  | Bidders to complete and sign   | Yes   |
| Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by an original or certified B-BBEE Status Level Verification Certificate or B-BBEE Sworn Affidavit. | Bidders to complete and sign   | No  |
| Proof of registration with National Treasury Central Supplier Database (CSD).   | Bidders must be registered on CSD prior to submitting quotation. Bidders are required to submit proof of such registration | No.<br><br>A bidder must be registered on CSD to be eligible for award. |

### 4. 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).

## 5. Evaluation Phase:

### Phase 1: Mandatory evaluation criteria

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 may lead to the bidder being disqualified, and not considered for further evaluation on the Price and Preference requirements.

| a) Mandatory  | Comply | Not Comply |
|---|--------|------------|
| Valid Letter of registration to the National Contract Cleaners Association (NCCA) or Black Economic Empowerment Cleaning Association (BEECA) certificates or any other Employers' Associations of the Contract Cleaning Sector. |        |            |
| <b>Substantiate/Comments:</b> Provide a valid copy of the letter  |        |            |

| b) Mandatory   | Comply | Not Comply |
|--|--------|------------|
| The bidder must provide a letter of Public Liability Insurance for a minimum of R 500,000,00   |        |            |
| <b>Substantiate/Comments:</b> Provide proof from insurance company insured with, failure to provide information will lead to disqualification. |        |            |

| c) Mandatory  | Comply | Not Comply |
|---|--------|------------|
| The service provider must be registered for COIDA with the Department of Labour as per the Compensation for Occupational Injuries and Diseases Act. |        |            |
| <b>Substantiate/Comments:</b> Provide a certified and valid letter of good standing.  |        |            |

| d) Mandatory  | Comply | Not Comply |
|---|--------|------------|
| Safety, Health & Environment (SHE) membership certificate               |        |            |
| <b>Substantiate/Comments:</b> Provide a certified and valid certificate |        |            |

| e) Mandatory  | Comply | Not Comply |
|---|--------|------------|
| Submit Material Safety data Sheets (MSDS)                       |        |            |
| <b>Substantiate/Comments:</b> Provide a valid safety data sheet |        |            |

| f) Mandatory  | Comply | Not Comply |
|---|--------|------------|
| Occupational Health and Safety Policy / Plan        |        |            |
| <b>Substantiate/Comments:</b> Provide detailed plan |        |            |

## 6. PRICING

**NB: No alternative offers/ options will be accepted.**

**Part A: List of required equipment's dispenser and installation for Addo Main Camp, Matyholweni and Nyathi Rest camp**

| Item No. | Item Description & Specification  | Quantities | Unit Price | Rate per month Inc. VAT |
|----------|---|------------|------------|-------------------------|
| 1        | <p><b>Air Freshener Dispenser including Refill</b></p> <ul style="list-style-type: none"> <li>• Should be designed to eliminate the unavoidable odours caused by normal washroom use</li> <li>• Should be able to deliver 3000 metered sprays of concentrated fragrance</li> <li>• The batteries and refills should be fully serviced by Supplier</li> <li>• Monthly service</li> </ul> <p>Dimensions:</p> <ul style="list-style-type: none"> <li>• Height: 360mm</li> <li>• Depth: 65mm</li> <li>• Width: 140mm</li> </ul> | 34         |            |                         |
| 2        | <p><b>Flush-Hygiene Sanitising System for Urinals</b></p> <ul style="list-style-type: none"> <li>• It should be automatic and consistent dispensing</li> <li>• Measured dosing system for equal sanitisation over service period</li> <li>• Fully serviced by trained staff</li> <li>• Environmentally friendly chemicals</li> <li>• Suitable for toilets and urinals</li> <li>• Lockable unit prevents pilferage.</li> <li>• Monthly service</li> </ul> <p>Dimensions:</p>   | 18         |            |                         |

|   |   |    |  |  |
|---|---|----|--|--|
|   | <ul style="list-style-type: none"> <li>• Height: 241 mm</li> <li>• Depth: 75 mm</li> <li>• Width: 315</li> </ul>  |    |  |  |
| 3 | <p><b>Manual Foam Dispenser</b></p> <ul style="list-style-type: none"> <li>• Top-up system</li> <li>• Lockable unit to prevent pilferage</li> <li>• View window for at-a-glance maintenance</li> <li>• Once off installation Maintenance as and when required</li> </ul> <p><b>Dimensions:</b></p> <ul style="list-style-type: none"> <li>• Height: 240 mm</li> <li>• Depth: 125 mm</li> <li>• Width: 140 mm</li> </ul>   | 47 |  |  |
| 4 | <p><b>Wall Mounted Bin</b></p> <ul style="list-style-type: none"> <li>• Bin should be wall mounted for easy cleaning under the bin</li> <li>• It should be conveniently mounted underneath the paper towel dispenser</li> <li>• It should have bracket mounting to remove bin for easy cleaning or replacement</li> <li>• The fitted lid should hold contents and liner neatly in place</li> <li>• They should be liner clip – no untidy liner hanging over the bin</li> <li>• Large Bin</li> </ul> <p>Dimensions</p> <ul style="list-style-type: none"> <li>• Height: 600mm</li> <li>• Width: 380mm</li> <li>• Depth: 240mm</li> </ul> | 18 |  |  |
| 5 | <p><b>Sanitary Bin or She Bin – Pedal</b></p> <ul style="list-style-type: none"> <li>• Service provider should clean, disinfect the bins, replace the bin liner and disinfecting the bin to kill bacteria.</li> <li>• Bin should be touch free pedal model allows for hands free operation</li> <li>• It must have large, central opening for easy disposal</li> <li>• Fully lined and sealed for increased hygiene</li> <li>• It should be fully serviced with waste disposed in an environmentally friendly manner</li> </ul>   | 31 |  |  |

|   |  |    |  |  |
|---|--|----|--|--|
|   | <ul style="list-style-type: none"> <li>• Flexible service intervals should be 14 day or 7 days when needed during peak period</li> <li>• 14 days services, additional services may be required during peak season</li> </ul> <p>Capacity:</p> <ul style="list-style-type: none"> <li>• 23 litres</li> </ul> <p>Dimensions:</p> <ul style="list-style-type: none"> <li>• Height: 550 mm</li> <li>• Depth: 160 mm</li> <li>• Width: 510 mm</li> </ul>  |    |  |  |
| 6 | <p><b>Jumbo Toilet Roll holder</b></p> <ul style="list-style-type: none"> <li>• One roll should be equivalent to ten rolls of 1 Ply toilet paper</li> <li>• Lockable unit prevents pilferage</li> <li>• Inspection window for easy servicing of consumable</li> <li>• Once off installation Maintenance as and when required</li> </ul> <p>Consumables:</p> <ul style="list-style-type: none"> <li>• Roll 1 Ply</li> </ul> <p>Dimensions:</p> <ul style="list-style-type: none"> <li>• Height: 385 mm</li> <li>• Depth: 145 mm</li> <li>• Width: 280 mm</li> </ul> | 48 |  |  |
| 7 | <p><b>Hand Paper Towel Dispenser</b></p> <ul style="list-style-type: none"> <li>• The consumption should be able to be controlled by using a control mechanism to reduces wastage and saves costs</li> <li>• It should be hand-to-paper operation for increase of hygiene</li> <li>• It should be lockable dispenser reduces theft and vandalism</li> <li>• It should be able to hold Paper Towel 1 Ply for 150 m</li> </ul>   | 18 |  |  |

|   |   |    |  |  |
|---|---|----|--|--|
|   | <ul style="list-style-type: none"> <li>• Once off installation Maintenance as and when required</li> </ul> <p><b>Dimensions</b></p> <ul style="list-style-type: none"> <li>• Height :345 mm</li> <li>• Depth : 180 mm</li> <li>• Width: 310mm</li> </ul>  |    |  |  |
| 8 | <p><b>Toilet Seat Wipe Dispenser 400ml</b></p> <ul style="list-style-type: none"> <li>• The toilet seat wipes should able to remove bacteria build-up for total protection and peace of mind</li> <li>• Should able to get only one wipe needed per application</li> <li>• It should able to quick dry the surfaces clean and fresh</li> <li>• Wipes should be 100% viscose based for easy disposal</li> <li>• Unit should be fixed out of the way against the wall</li> <li>• One wipe dispensed at a time</li> <li>• Hidden locking system to prevent pilferage</li> <li>• Should able easy to replace refill</li> <li>• Once off installation Maintenance as and when required</li> </ul> <p>Dimensions:</p> <ul style="list-style-type: none"> <li>• Height: 310 mm</li> <li>• Depth: 60 mm</li> <li>• Width: 160 mm</li> </ul> | 39 |  |  |

|  |   |    |  |          |
|--|---|----|--|----------|
| 9  | <p><b>Hand Dryer (2300W)</b></p> <ul style="list-style-type: none"> <li>• It should be fully Automatic - dryer activated by an infrared sensor</li> <li>• It should be vandal-proof - features include tamper-proof bolts and a side-mounted heating element inaccessible through air outlet</li> <li>• It should be power cut-off automatically in case of irregular use over 90 seconds</li> <li>• The nozzle should revolve 360 degrees, allowing for face and hand drying</li> <li>• It should be touch-free operation for added hygiene and safety</li> <li>• Once off installation Maintenance as and when required</li> </ul> <p><b>Dimensions:</b></p> <ul style="list-style-type: none"> <li>• Height: 240mm</li> <li>• Depth: 200mm</li> <li>• Width: 270mm</li> <li>• Weight: 6.2kg</li> </ul> | 16 |  |          |
| <b>TOTAL FIXED RATE PER MONTH INCL.VAT</b> |   |    |  | <b>R</b> |
| <b>TOTAL COST FOR ONE YEAR INCL.VAT</b>    |   |    |  | <b>R</b> |

**Part B: Consumables: - Addo Main Camp, Mathyolweni & Nyathi Rest Camp**

| Item No.  | Item Description & Specification   | Quantities per month | Unit Price | Rate per month Incl. vat |
|---|--|----------------------|------------|--------------------------|
| 1   | <b>Foam soap</b> <ul style="list-style-type: none"> <li>• Refill 800ml and more will be required on Adhoc basis when needs arises</li> </ul>   | <b>20</b>            |            |                          |
| 2   | <b>Jumbo Toilet Roll</b> <ul style="list-style-type: none"> <li>• Refill of 550 meters from the roll-Refill Paper Towel 8 rolls per pack and more will be required on Adhoc basis when needs arises</li> <li>• Should be SANS Approved – Colour – White</li> </ul> | <b>35</b>            |            |                          |
| 3   | <b>Safe seat</b> <ul style="list-style-type: none"> <li>• Refills 400ml and more will be required on Adhoc basis when needs arises</li> </ul>  | <b>40</b>            |            |                          |
| 5   | <b>Paper hand towels</b> <ul style="list-style-type: none"> <li>• 90 meters from the roll-Refill Paper Towel</li> <li>• Estimated 6 rolls per pack. Additional rolls may be required on Adhoc basis when needs arises.</li> </ul>                                  | <b>10</b>            |            |                          |
| <b>ESTIMATED TOTAL VARIABLE COST PER MONTH INCL.VAT</b> |  |                      |            | <b>R</b>                 |
| <b>ESTIMATED TOTAL COST FOR ONE YEAR INCL.VAT</b>       |  |                      |            | <b>R</b>                 |

**Part C: Deep Cleaning: (Addo Main Camp, Matyholweni and Nyathi Rest Camp)**

| Item Description  | TOTAL                     |
|---|---------------------------|
| <b>Deep Cleaning Treatment</b>  |                           |
| iii) Urinals pipes, basins, toilet cubicles, walls and floor of the ablution building   |                           |
| iv) Should be done by trained staff of service provider to sanitize urinal pipes, tile surface, toilet cubicles and wall of the ablution facilities | 48 Toilets and 18 Urinals |
| v) Quarterly service  |                           |
| <b>TOTAL FIXED RATE PER QUARTER INCL. VAT</b>   | R                         |
| <b>TOTAL COST FOR ONE YEAR INCL.VAT</b>   | R                         |
| <b>TOTAL COST FOR FIVE YEARS INCL.VAT</b>   | R                         |

**Part D: Pest Control: Addo Main Camp, Matyholweni and Nyathi Rest Camp**

| LOCATION OF UNIT and DESCRIPTION                 | QUANTITY   | SIZE OF UNIT IN m <sup>2</sup> AND PROPOSED VALUE m <sup>2</sup> |
|--|------------|--|
| Main Admin Building                              | 1          | 214  |
| Admin Building 2 + storeroom + Archive storeroom | 1          | 312  |
| Tourist Units                                    | 114        | 5176   |
| Guard House                                      | 5          | 9  |
| Reception  | 3 + MW + 6 | 224  |
| Storeroom  | 1          | 120  |
| Laundry  | 1          | 20   |
| Inventory store                                  | 1          |  |
| <b>TOTAL PRICE PER QUARTER INCL.VAT</b>          | R          |  |
| <b>TOTAL COST FOR ONE YEAR INCL.VAT</b>          | R          |  |

**DETAILED PRICING – SBD 3.1 (Firm Unit prices)**

Pricing Schedule for the Duration of the Contract

Bidders are required to provide a detailed and comprehensive price proposal i.e. all costs associated the bidder’s proposal must be clearly specified and included in the Total Bid Price.

| Details  | Cost Per Month | Total Annual Price, including VAT |
|--|----------------|-----------------------------------|
| Equipment dispenser, Consumables, Deep Cleaning & Pest Control Services for Addo Elephant National Park ( <b>Refer to Annexure B: Part A, B, C, &amp; D Pricing</b> )  |                |                                   |
| Additional costs ( list if applicable)   |                |                                   |
| <b>TOTAL ANNUAL PRICE, INCLUDING VAT</b>   |                |                                   |
| <i>Price quoted is fully inclusive of all costs including disbursements and other overheads, delivery to the specified SANParks Business Unit geographical address and includes value-added tax, income tax, unemployment insurance fund contributions, and skills development levies.</i> |                |                                   |

**TOTAL BID PRICE FOR TWELVE MONTHS (12) VAT Inclusive): R.....**

(Please note that all prices quoted should be **inclusive** of Value Added Tax (VAT) Where applicable the price should include Supply, Delivery, Maintenance and any other costs relating to this bid. Furthermore, such prices should be presented in South African Rand (ZAR).

## **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 bidder is expected to start the service immediately after PO is issued.

## **9. FINANCIAL PAYMENT**

Payment will be effected in accordance with the PFMA (within 30 days of receipt of invoice) after delivery of goods.

## **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.

# DECLARATION OF INTEREST (SBD 4)

## 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 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**

<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.

2.3.1 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); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

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

*(delete whichever is not applicable for this tender).*

- (a) The applicable preference point system for this tender is the 90/10 preference point system.
- (b) The applicable preference point system for this tender is the 80/20 preference point system.
- (c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

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

The maximum points for this tender are allocated as follows:

|  | POINTS     |
|--|------------|
| <b>PRICE</b>                                     | <b>80</b>  |
| <b>SPECIFIC GOALS</b>                            | <b>20</b>  |
| <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).

### 2.1 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

#### POINTS AWARDED FOR PRICE

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

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

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

Where

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

$P_t$  = Price of tender under consideration

$P_{min}$  = Price of lowest acceptable tender

### 2.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### POINTS AWARDED FOR PRICE

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

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

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

Where

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

$P_t$  = Price of tender under consideration

$P_{max}$  = Price of highest acceptable tender

### **3 POINTS AWARDED FOR SPECIFIC GOALS**

**3.1** 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:

**3.2** 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   | Source Documents to be used for Evaluation.<br>(To qualify for the points, bidders must provide the below proof)  | Number of points allocated (80/20 system)<br>(To be completed by the organ of state) | Number of points claimed (80/20 system)<br>(To be completed by the tenderer) |
|---|---|--|--|
| Local suppliers adjacent to SANParks operations (within the 200km from Addo Elephant National Park) | <ul style="list-style-type: none"> <li>Recent municipal rates or taxes bill (not older than 3 months) or</li> <li>Letter from traditional authorities confirming business address or</li> <li>Signed and valid Lease agreement</li> </ul> | 10 points  |  |
| Exempted Micro Enterprises (EME) / Qualifying Small Enterprises (QSE)                               | <ul style="list-style-type: none"> <li>Valid BBBEE certificate issued by SANAS accredited verification Agency</li> <li>Affidavit (CIPC, DTIC Sworn affidavit)</li> </ul>  | EME = 10<br>QSE = 5  |  |



**4 DECLARATION WITH REGARD TO COMPANY/FIRM**

4.1. Name of company/firm.....

4.2. Company registration number: .....

**4.3. 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]

4.4. 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 3.2, **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 forward the matter for criminal prosecution, if deemed necessary.
  - (e) forward the matter for criminal prosecution, if deemed necessary

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

## ANNEXURE A – STANDARD BIDDING DOCUMENTS SBD 7.2

**SBD 7.2: CONTRACT FORM – APPOINTMENT OF SERVICE PROVIDER FOR PROVISION OF PEST CONTROL AND HYGIENE SERVICES TO ADDO ELEPHANT NATIONAL PARK FOR A PERIOD OF TWELVE (12) MONTHS.**

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.**

### **PART 1 (TO BE FILLED IN BY SERVICE PROVIDER)**

1. I hereby undertake to render services described in the attached bidding documents to South African National Parks (SANParks) – **Addo Elephant National Park** in accordance with the requirements and task directives / proposals specifications stipulated in **Request for bid (RFQ)** at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) **Bidding documents, viz**
    - **Request for Quotation.**
    - **Tax compliance status verification.**
    - **Pricing schedule(s);**
    - **Approved Terms of reference.**
    - **Preference claims for specific goals.**
    - **Declaration of interest.**
    - **Special Conditions of Contract.**
  - (ii) **General Conditions of Contract; and**  
**Other (specify): Purchase Order**
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

**SBD 7.2: CONTRACT FORM – APPOINTMENT OF SERVICE PROVIDER FOR PROVISION OF PEST CONTROL AND HYGIENE SERVICES TO ADDO ELEPHANT NATIONAL PARK FOR A PERIOD OF TWELVE (12) MONTHS.**

- 5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
  
- 6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

**OFFICIAL STAMP OR PHYSICAL ADDRESS**

WITNESSES

1 .....

2 .....

DATE: .....

**SBD 7.2: CONTRACT FORM – APPOINTMENT OF SERVICE PROVIDER FOR PROVISION OF PEST CONTROL AND HYGIENE SERVICES TO ADDO ELEPHANT NATIONAL PARK FOR A PERIOD OF TWELVE (12) MONTHS**

**PART 2 (TO BE FILLED IN BY SANParks)**

I, ....., in my capacity as ..... of **South African National Parks** accept your bid under reference number **30178-AENP-2026/27** for the rendering of services as indicated hereunder.

1. An official order indicating service delivery instructions is forthcoming.
2. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

| DESCRIPTION OF SERVICE   |                 | PRICE (VAT INCL.) |
|--|-----------------|-------------------|
| Appointment of service provider for provision of pest control and hygiene services to Addo Elephant National Park for a period of twelve (12) months |                 |                   |
| Commencement date  | Completion date |                   |
|  |                 |                   |

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

WITNESSES

1 .....

2 .....

DATE: .....