



TERMS OF REFERENCE

Relocation, installation and commissioning of a two-way radio base station, installation of mobile/base radio units in vehicles and supply and delivery of portable radios to Agulhas National Park

RFQ NO:

34150/AGNP/2026-27

REQUEST FOR QUOTATION

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

Relocation, installation and commissioning of a two-way radio base station, installation of mobile/base radio units in vehicles and supply and delivery of portable radios to Agulhas National Park

RFQ NUMBER	34150/AGNP/2026-27 Please reference RFQ number on email subject line for bid submission
ADVERTISEMENT DATE	30 October 2026
NON-COMPULSORY BRIEFING SESSION	06 November 2026 Time: 11:00am Briefing Venue: Agulhas Administration Office, 214 Main Road, Agulhas, 7287
CLOSING DATE	11 November 2026
CLOSING TIME	11:00 AM
BID DOCUMENT DELIVERY ADDRESS	agulhas.scm@sanparks.org NB: All responses must be submitted on the above dedicated mailbox. No hand delivery submission will be considered.
BID VALIDITY PERIOD	90 days (commencing from the RFQ Closing Date)
ENQUERIES	Email: agulhas.scm@sanparks.org Contact no: 028 435-6078
OFFERS SUBMITTED	No alternative offers/ options will be accepted.

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:	34150/AGNP/2026-27	CLOSING DATE:	11/11/2026	CLOSING TIME:	11:00 AM
DESCRIPTION	Relocation, installation and commissioning of a two-way radio base station, installation of mobile/base radio units in vehicles and supply and delivery of portable radios to Agulhas National Park				
BID RESPONSE DOCUMENTS MAY BE SENT TO THE BELOW EMAIL					
agulhas.scm@sanparks.org					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Sibabalo Mbengashe		CONTACT PERSON	Derick Strydom	
TELEPHONE NUMBER	021 741 2320		TELEPHONE NUMBER	028 435-6078	
E-MAIL ADDRESS	agulhas.scm@sanparks.org		E-MAIL ADDRESS	agulhas.scm@sanparks.org	
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] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ 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?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [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 RFQ is an invitation to submit formal written price quotation for the relocation, reinstallation, configuration, testing, and commissioning a two-way radio communication system, installation of mobile/base radio units in vehicles and supply and delivery of portable radios to Agulhas National Park.

2. BACKGROUND

South African National Parks (SANParks) is a public entity functioning under National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003); with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: 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.

3. SCOPE OF WORK

South African National Parks (SANParks) invites quotations from suitably qualified service providers for the relocation of the existing two-way radio base station from its current location to another building within the Agulhas National Park, together with the supply, programming and commissioning of new portable two-way radios compatible with the existing radio communication system.

The successful service provider shall be responsible for the complete relocation, installation, testing and commissioning of the existing base station to ensure uninterrupted radio communication within the park.

Site Visit

Non- Compulsory Site Meeting

Non-Compulsory Briefing Session	Contact Person: Derick Strydom
Date: 06 November 2026	Email: derick.strydom@sanparks.org
Time: 11:00AM	
Venue: Agulhas Administration Office, 214 Main Road, Agulhas, 7287	

Bid Validity	Validity Period from Date of Closure	90 Days
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The appointed service provider shall:

- Conduct a site assessment of the existing and proposed base station locations.
- Disconnect and safely remove the existing base station equipment.
- Relocate and reinstall the existing base station equipment in the designated building.
- Supply and install any additional mounting hardware, cabling, connectors or accessories required to complete the relocation.
- Reinstall or replace the antenna cabling where necessary to ensure optimal system performance.
- Verify that the relocated system operates correctly with the existing repeater network.
- Installation of base radios in vehicles.
- Supply seven (7) new portable VHF digital two-way radios.
- Program all new radios using SANParks' existing frequency allocation and radio configuration.
- Test and commission the relocated base station and all portable radios.
- Provide basic user training.
- Submit all required documentation and warranty information.

The system shall be fully operational upon completion of the works.

Wherever this specification refers to a particular trademark, manufacturer, patent, design, type or origin, such reference shall be deemed to include the words "or approved equivalent".

Current Site	Installation Site
Agulhas National Park Administration Office 214 Main Road Agulhas 7287	Agulhas National Park Lighthouse Precinct Reception Lighthouse Road Agulhas 7287

4. TECHNICAL SPECIFICATIONS

4.1. Existing Radio Infrastructure

The existing radio communication system comprises:

- Motorola GR300 Repeater
- Existing Motorola mobile/base radio
- Motorola DP540 portable radios
- Existing VHF antenna system

The relocated base station and all new equipment shall be fully compatible with the existing radio network.

The system shall support:

- DMR Tier II (TDMA) Digital operation
- Analogue operation
- Existing SANParks frequencies
- Existing repeater configuration

4.2. Relocation of Existing Base Station

The successful bidder shall relocate the existing base station radio from its current location to the new designated building.

The relocation shall include, as a minimum:

- Safe disconnection of the existing equipment.
- Transport of equipment between buildings.
- Installation and secure mounting of the existing base radio.
- Reconnection of all antennae, RF, power and grounding cables.
- Extension or replacement of coaxial cable where required.
- Installation of any new brackets, conduits or cable trays required.
- Reinstallation or adjustment of the antenna feed to maintain optimum performance.
- Testing of antenna VSWR where applicable.
- Earthing and lightning protection verification.
- Functional testing after installation.

The service provider shall supply all labour, tools, consumables and ancillary materials necessary to complete the relocation.

4.3. Existing Base Station Requirements

The existing base station shall remain fully operational after relocation and shall retain the following functionality:

- VHF operation (136–174 MHz)
- DMR Tier II digital operation
- Analogue operation
- Existing programmed channels
- Existing repeater connectivity
- Existing transmit power

No degradation in radio coverage or audio quality will be accepted following relocation.

4.4. Installation of Mobile/Base Radio Units in Vehicles

The appointed service provider shall supply all labour, tools, fittings, cabling, mounting brackets, connectors, and ancillary materials required for the installation of mobile/base radio units into designated vehicles.

The scope of work shall include:

- Installation and secure mounting of the radio transceiver, microphone, speaker, antenna, and associated accessories.
- Routing and protection of all cabling to ensure a neat, professional, and safe installation.
- Connection of the radio unit to the vehicle electrical system, including appropriate fusing and protection.
- Installation and tuning of the antenna to ensure optimal radio performance.
- Testing and commissioning of the complete radio system to confirm correct operation, transmission, and reception.
- Ensuring that the installation does not interfere with existing vehicle systems or compromise vehicle safety.
- Rectification of any installation defects identified during commissioning.
- Provision of an installation report indicating vehicle registration number, radio serial number, and confirmation of successful testing.

All work shall be carried out in accordance with the manufacturer's specifications, applicable industry standards, and vehicle OEM requirements. The service provider shall be responsible for leaving the vehicle in a clean and fully operational condition upon completion of the installation.

4.5. Portable Radios

The service provider shall supply new portable radios equivalent to Motorola MOTOTRBO R2 VHF or approved equivalent.

4.5.1. Minimum Specifications

- Quantity: Seven (7)
- VHF (136–174 MHz)
- DMR Tier II (TDMA)
- Analogue Mode Compatible (backward compatibility)
- Minimum 16 programmable channels
- Fully compatible with existing Motorola GR300 repeater and existing SANParks radio network
- Programmable using SANParks frequency allocation
- Rugged construction suitable for field operations

4.5.2. Each portable radio shall include:

- Rechargeable lithium-ion battery
- Desktop charger
- Antenna
- Belt clip
- Carry strap (where supplied by manufacturer)
- Emergency button

- Dust cover for accessory connector

4.5.3. Environmental Requirements

- Minimum IP55 protection rating
- Suitable for outdoor operation
- Corrosion-resistant construction suitable for coastal environments
- Operating temperature suitable for South African outdoor conditions

4.6. Programming and Configuration

The successful bidder shall:

- Program all four portable radios.
- Configure radios to match the existing SANParks radio system.
- Load all required channels and talk groups.
- Verify interoperability with existing portable radios, base station and repeater.
- Frequencies and programming information will be supplied by SANParks.

4.7. Installation Requirements

The service provider shall:

- Conduct a site inspection prior to commencing work.
- Ensure all equipment is professionally installed.
- Use good quality RF connectors and low-loss cable where replacement is required.
- Provide neat cable management.
- Ensure all penetrations are weatherproof.
- Ensure compliance with applicable electrical and radio communication standards.
- Protect all installed equipment against corrosion and adverse weather conditions.

4.8. Testing and Commissioning

Following installation, the contractor shall perform comprehensive testing including:

- Base station functionality
- Portable radio operation
- Communication through the repeater
- Transmit and receive performance
- Audio quality
- Coverage verification
- Antenna performance (where applicable)

The contractor shall demonstrate satisfactory operation to SANParks representatives before handover.

A commissioning report shall be submitted.

4.9. Training

The successful bidder shall provide basic operator training covering:

- Operation of the relocated base station
- Operation of portable radios
- Battery charging and care
- Basic troubleshooting
- Emergency functions

4.10. Documentation

The following documentation shall be provided upon completion:

- Equipment datasheets for the portable radios
- Programming summary
- Installation report
- Commissioning report
- As-built installation diagrams (where changes were made)
- Warranty certificates
- User manuals
- List of supplied accessories

4.11. Warranty

The service provider shall provide:

- Minimum 12-month warranty on workmanship.
- Manufacturer's warranty on all new portable radios and supplied components.
- Warranty on any new cabling, connectors or accessories installed during the relocation.

5. TECHNICAL SPECIFICATIONS

5.1. Spare Batteries

The successful bidder shall supply spare genuine manufacturer batteries or approved equivalent fully compatible with the existing radio fleet.

5.1.1. Portable Radio Spare Batteries

Supply spare high-capacity rechargeable lithium-ion batteries compatible with the proposed portable radios.

Minimum Specifications

- High-capacity Lithium-Ion battery
- Minimum capacity: 2,300 mAh
- Rechargeable
- Manufacturer's original battery or approved equivalent

- Battery management and overcharge protection
- Suitable for digital and analogue operation
- Operating temperature suitable for South African outdoor conditions

5.1.2. Motorola DP540 Spare Batteries

Supply spare high-capacity rechargeable lithium-ion batteries compatible with the existing Motorola DP540 portable radios.

Minimum Specifications

- Compatible with Motorola DP540 portable radio
- Lithium-Ion battery
- Minimum capacity: 2,150 mAh
- Rechargeable
- Manufacturer's original battery or approved equivalent
- Integrated battery protection circuitry
- Suitable for use with existing chargers
- Suitable for digital and analogue operation

5.2. Base Station Power Supply with Backup Battery

The successful bidder shall supply and install a new power supply for the relocated base station.

The power supply shall be equivalent to the **Nova Power Supply POW107BBT MK1** or approved equivalent.

Minimum Specifications

- 13.8 VDC regulated output
- 10 Amps Output current
- Minimum continuous output current: 5 Amps
- 220–240 VAC input
- Integrated battery charging capability
- Automatic changeover between mains and battery operation
- Short-circuit protection
- Over-current protection
- Over-voltage protection
- Reverse polarity protection
- Suitable for continuous duty operation
- Wall-mounted or cabinet-mounted installation
- Compatible with existing base station equipment
- Fully integrated
- IEC 60950

- **Battery:** Sealed Lead Acid 12V 7Amps

The power supply shall be installed, tested and commissioned as part of the relocation works.

5.3. Spare Fuses

The successful bidder shall supply spare replacement fuses suitable for the proposed power supply.

Minimum requirements:

- Correct rating as recommended by the power supply manufacturer.
- Compatible with the supplied power supply.
- Clearly labelled.

See pricing schedule below.

6. 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	Bidders to complete and sign	No

Certificate or B-BBEE Sworn Affidavit.		
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. A bidder must be registered on CSD to be eligible for award.

7. 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).

8. Evaluation Phase: MANDATORY REQUIREMENTS

The service provider must comply with the following conditions in order to be considered for further evaluation.

Requirement	Proof Attached Yes/No
Submit proof of ICASA registration.	
Submit product datasheets or brochures of the proposed portable radio and power supply.	
The bidder shall be an authorised reseller, dealer, service partner, or an authorised dealer of the proposed equivalent radio equipment. Proof of authorisation from the manufacturer or distributor must be submitted with the quotation.	

Failure to submit any of the above mandatory requirements at the closing date and time of the bid may result in the bid being deemed non-responsive and shall lead to disqualification from further evaluation.

9. PRICING

Relocation, installation and commissioning of a two-way radio base station, installation of mobile/base radio units in vehicles and supply and delivery of portable radios to Agulhas National Park

No	Item Description	Unit	Quantity	Unit Price in Rand (R)	Price in Rand(R) Excl. VAT
1.	Site assessment and relocation of existing base station	Lot	1		
2.	Disconnect, transport and reinstall existing base station equipment	Lot	1		
3.	Supply and install all mounting hardware, brackets, connectors and consumables required for relocation	Lot	1		
4.	Supply and install additional or replacement RF coaxial cable (where required)	Lot	1		
5.	Testing, commissioning and system verification	Lot	1		
6.	Programming and configuration of radios	Lot	1		
7.	User training	Lot	1		
8.	Installation of Mobile/Base Radio units in vehicles (2 x DC Isuzu bakkies and 1 x SC Isuzu bakkie)	Lot	3		
9.	Portable VHF DMR Radio Baseline Benchmark Reference (or pre-approved equivalent): Motorola MOTOTRBO R2 or approved equivalent) complete with extended battery, charger, antenna and belt clip	Each	7		
10.	Spare High-Capacity Lithium-Ion Battery (minimum 2,300 mAh) for the proposed portable radio	Each	2		
11.	Spare Lithium-Ion Battery (Motorola DP540 – minimum 2,150 mAh)	Each	8		
12.	Base Station Power Supply Baseline Benchmark Reference (or pre-approved equivalent): (Nova POW107BBT MK1 or approved equivalent)	Each	1		
13.	Spare fuses for supplied power supply	Each	6		

No	Item Description	Unit	Quantity	Unit Price in Rand (R)	Price in Rand(R) Excl. VAT
14.	Documentation, commissioning report and as-built drawings	Lot	1		
Total Excl. VAT					R
VAT @ 15% (For VAT registered vendors only)					R
Total incl. VAT					R

Wherever this specification refers to a particular trademark, manufacturer, patent, design, type or origin, such reference shall be deemed to include the words "or approved equivalent".

Notes

- Prices shall include all labour, transport, programming, testing, installation, commissioning, travel, accommodation (if applicable), consumables and any ancillary materials required to complete the works.
- No additional payment will be made for materials or services necessary to complete the installation that have not been separately priced.
- Quantities are provided for evaluation purposes only and SANParks reserves the right to increase or decrease quantities where operationally required.

4. 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.

5. TIMELINES

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

6. FINANCIAL PAYMENT

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

7. 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**

- 1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

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

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

2.3.1 If so, furnish particulars:

.....
.....
.....

2.4 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

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I,, the undersigned, 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 to be false.
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

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

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....
Signature

.....
Date

.....
Designation

.....
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) 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
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).

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:

80/20	or	90/10	
$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \text{ or } P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$			

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:

80/20	or	90/10	
$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$			

Where

- P_s = Points scored for price of tender under consideration

Pt = Price of tender under consideration
Pmax = 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. (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)
B-BBEE Procurement Recognition Level 1 to 4	<ul style="list-style-type: none"> Valid BBBEE certificate issued by SANAS accredited verification Agency Affidavit (CIPC, DTIC Sworn affidavit) 	20 Points	(number only)
TOTAL POINTS CLAIMED BY THE SERVICE PROVIDER		20	(Number only)

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

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	