

## INVITATION TO BID

**YOU ARE HEREBY INVITED TO BID FOR THE REQUIREMENTS OF THE**  
South African Nuclear Energy Corporation SOC Ltd

|                               |   |
|-------------------------------|---|
| <b>BID NUMBER:</b>            | FBD-SCM-2018-TEN-0008   |
| <b>BID DESCRIPTION:</b>       | Energy Efficiency Assessment and Implementation   |
| <b>CLOSING DATE:</b>          | 02 November 2018  |
| <b>CLOSING TIME:</b>          | 11:00am   |
| <b>BID VALIDITY PERIOD:</b>   | 90 Days   |
| <b>SITE BRIEFING MEETING:</b> | Please attend the compulsory clarification meeting on 15 October 2018 at <b>10:00</b> .<br>Meeting point Necsa Gate 3 Reception, then proceed to Site.  |
| <b>SITE ACCESS:</b>           | To ensure access for compulsory site briefing is arranged please forward a copy of your South African ID or Drivers Licence to <b>Email address: <a href="mailto:Boikanyo.mabone@necsa.co.za">Boikanyo.mabone@necsa.co.za</a></b> before 12 October 2018.   |
| <b>DELIVERY ADDRESS:</b>      | <b>BID DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:</b><br>Necsa Gate 3<br>R104 Elias Motsoaledi Street (Church Street West Ext)<br>Pelindaba<br>Brits Magisterial District<br>Madibeng Municipality<br>North West<br>0240<br>0240 GPS coordinates : S25°47'03.0" E027°56'38.8"<br><b>NB: The physical size of the Bid Response must be limited to 400mm x 100mm x 150 mm as the Tender Box aperture cannot accommodate larger sizes.</b> |
| <b>ENQUIRES:</b>              | Mr. Buyani Nsibande.<br><b>Email: <a href="mailto:SCM@necsa.co.za">SCM@necsa.co.za</a></b><br><b>Tel: +27 (0) 12 305 6072</b>   |

**THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.**

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## SECTION 1

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### 1. INTRODUCTION

#### 1.1 Company Overview

Necsa Pty (SOC) is a state-owned company responsible for undertaking and promoting R&D in the field of nuclear energy and radiation sciences. It is also responsible for processing source material, including uranium enrichment, and co-operating with other institutions, locally and abroad, on nuclear and related matters.

Apart from its main activities at Pelindaba, which include operation and utilisation of the SAFARI-1 research reactor, Necsa also manages and operates the Vaalputs National Radioactive Waste Disposal Facility in the Northern Cape on behalf of the National Radioactive Waste Disposal Institute (NRWDI).

Necsa engages in commercial business mainly through its wholly-owned commercial subsidiaries NTP Radioisotopes SOC Ltd (NTP), which is responsible for a range of radiation-based products and services for healthcare, life sciences and industry, and Pelchem SOC Ltd (Pelchem), which supplies fluorine and fluorine-based products. Both subsidiaries, together with their subsidiaries, supply local and foreign markets, earning valuable foreign exchange for South Africa.

Pelindaba Enterprises is a division of Necsa focusing on developing and supplying competitively critical technical, engineering, manufacturing, construction and project management services to support the local and international nuclear industry.

#### 1.2 Background

Pelindaba Enterprises has been tasked to oversee and manage optimization of services for the NECSA Group. As part of the Energy Management Plan, Pelindaba Enterprises will require support to improve usage of energy currently within Pelchem (a subsidiary of Necsa).

Pelchem plants have been in existence for over 34 years and its assets [machinery & technology] have aged considerably.

Pelchem is required to implement the energy efficiency measures (including electricity, steam and other energy sources such as bunker oil, diesel etc.) to ensure sustainability and improve business competencies. The current focus will be on Pelchem facilities.

#### 1.3 Purpose

Pelindaba Enterprises requires an experienced party/ies to;

- Conduct a comprehensive energy audit,
- Recommend measures to realise energy savings, and
- Implement energy savings measures
- Prepare and submit reports

## 2. REFERENCES, ABBREVIATIONS AND DEFINITIONS

This list contains the abbreviations and definitions used in this document:

| ABBREVIATION / ACRONYM | DEFINITION                                  |
|------------------------|---|
| NDT                    | None Destructive Testing                    |
| SHEQ                   | Safety Health Environment & Quality         |
| URS                    | User Requirement Specification              |
| HF                     | Hydro Fluoric acid                          |
| OEM                    | Original Equipment Manufacturer             |
| IPE                    | Inspector Of Pressurized Equipment          |
| P&ID                   | Piping & Instrumentation Diagram            |
| SANS                   | South African National Standards            |
| QCP                    | Quality Control Plans                       |
| B-BBEE                 | Broad Based Black Economic Empowerment      |
| SFL                    | Surface Fluorination Plant                  |
| FLO                    | Fluoro-organics Plant                       |
| Employer               | Pelindaba Enterprises (Subsidiary of Necsa) |

## 3. SCOPE OF WORK BREAKDOWN

The successful bidder is required to provide the following professional services and tasks:

- Audit Energy consumption. Carry out energy efficiency audit in relation to the above through the benchmarked and accredited methodologies
- Collect and analyse data relating to historic and current energy usage and produce a report (trends analysis, etc.)
- Provide energy savings proposal report
- Benchmark results with industry standards in relation similar processes
- Identify and rate intensive energy consuming processes / equipment
- Recommend energy efficiency measures using proven engineering techniques to maximise benefits to Pelindaba Enterprises facilities.
- Secure 12L energy efficiency tax incentives for Pelindaba Enterprises
- Conduct and provide scenarios of costs and benefits to the identified initiatives
- Execute energy efficiency measures
- Provide assurance for the initiative's success in terms of recommendations made
- Develop a Monitoring and Reporting structure as agreed with Pelindaba Enterprises and facility.

The service provider's fee will be a percentage of the savings as a result of this exercise.

**3.1 Project Plan and Schedule**

- 3.1.1 The bidder is required to provide a project plan and schedule based on the estimated delivery periods. The requestor may indicate preferences on start and end dates or duration of the contract.
- 3.1.2 The final delivery date, start and end dates or duration will be negotiated and fixed once the contract is awarded.

**3.2 Applicable Necsa Policies**

3.2.1 The following Necsa policies must be adhered to:

|                      |   |
|----------------------|---|
| SHEQ-INS-0100        | Necsa General Safety, Health and Environment Policy   |
| SHEQ-INS-0102        | Necsa Alcohol and Drug Policy                         |
| FBD-SCM-2017-PRO-001 | Procedure for Necsa's Supply Chain Management Process |

**3.3 Applicable Necsa Procedures (to be supplied upon contract award)**

|               |   |
|---------------|---|
| SHEQ-INS-001  | Necsa SHEQ Manual                                     |
| SHEQ-INS-0104 | Overview of Necsa's SHEQ compliance assurance process |
| SHEQ-INS-0200 | Necsa quality policy                                  |
| SHEQ-INS-0206 | Necsa requirements for document control               |
| SHEQ-INS-0207 | Necsa drawing numbering requirements                  |
| SHEQ-INS-0246 | Control of inspection, measuring and test equipment   |
| SHEQ-INS-4130 | Safety, health, environment and quality               |

**4. BID SUBMISSION DOCUMENTATION**

**4.1 The following documentation are required upon tender submission:**

- 4.1.1 Company Profile with Organizational Structure – signed document
- 4.1.2 History of similar work done in the past – portfolio of evidence
- 4.1.3 Curriculum Vitae's [CVs] of resources to be used and qualifications verified by the commissioner of oath
- 4.1.4 Quality Plan
- 4.1.5 B-BBEE Certificate
- 4.1.6 TAX Clearance
- 4.1.7 Proof of Registration on National Supplier Database
- 4.1.8 Audited Financial Statement

**4.2 List of forms and records**

No forms and/or records are required for the implementation of this document.

**4.3 Activity Schedule**

- 4.3.1 The amount invoiced is the total amount on completion and acceptance of all deliverables as defined in the table. The bidder shall provide a detailed breakdown of all activities in this

schedule clearly specifying the deliverables, cost breakdown, start- and end dates for the different identified activities.

- 4.3.2 Hourly labour rates shall include all charges and overheads associated with labour, e.g. bonus, overtime or other incentive payments necessary to attract and retain sufficient workforce during the contract period. It shall include daily allowances, fares, transport, subsistence allowances, condition money, national insurance, sick pay and leave, industrial training levy, redundancy payment contribution, provision for protective clothing-tools-and-equipment.

#### **4.4 Requirements to Access Necsa Site**

- 4.4.1 As Necsa site is a National Key Point access for tenderers are restricted to enter the site and the building where the briefing session will be held only.
- 4.4.2 Access to any other area will only be allowed when escorted by Necsa staff that is conversant in the security and safety requirements and conditions of the specific area.
- 4.4.3 Nobody will be allowed to enter the site if they are not in possession of the identification documents.

#### **4.5 Emergencies, Incidents, Accidents**

- 4.5.1 Necsa maintains an Emergency Control Centre, a Fire Brigade and Paramedics with a fully equipped ambulance, an on-site Medical Clinic with doctors and nursing staff and several highly trained response personnel.
- 4.5.2 The Emergency Control Centre and emergency response personnel are on call 24/7 and equipped to handle any emergencies foreseen.
- 4.5.3 If any emergency situation, incident, accident or injury occurs they Emergency Control Centre should be contacted at extension 3333 or 012 305 3333.
- 4.5.4 Emergency exercises and site alarm tests are conducted from time to time to ensure full preparedness of all Pelindaba Enterprises (Necsa) staff. The site wide announcement will clearly state this is an exercise/test.
- 4.5.5 Everyone, including visitors, is required to follow emergency instructions. Your site host will explain the details during the compulsory briefing session.

#### **4.6 Necsa Health, Safety and Environmental Requirements**

- 4.6.1 The bidder shall submit its company Health, Safety and Environmental (SHE) Policy with the bid. It shall reflect the intention to submit a SHE Plan in relation to the work that will be performed.

#### **4.7 Necsa Requirements for Quality**

- 4.7.1 The bidder shall submit its company Quality Policy with its bid. It shall reflect the intention to submit a Quality Plan for ensuring all deliverables comply with the bid specifications.

#### **4.8 Necsa Requirements for Project SHEQ**

- 4.8.1 Necsa's SHEQ Project Approval Process prescribes that all planned projects or project phases be assessed for compliance with Necsa's SHEQ requirements (SHEQ-INS-0823).

#### **4.9 Confidentiality**

- 4.9.1 Bidders shall handle the contents of this document as confidential and private and may not disclose it to a third party or publish in any way whatsoever.
- 4.9.2 The signing of Pelindaba Enterprises (Necsa's) Confidentiality agreement will only be required if information of a confidential nature are provided to the bidders.

4.9.3 Normally this is only required on entering into the contract, which is not part of the bid specification.

## SECTION 2

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### 6. INSTRUCTION TO BIDDERS

#### 6.1.1. General

- 6.1.1.1. Bidders must familiarise themselves with and comply with the mandatory requirements and ensure their availability for site visits and presentations, as required, on the appropriate dates.

#### 6.1.2. Bidder Information

- 6.1.2.1. The required information on the bidder must be completed as stipulated in Paragraph 7. Failure to do so may result in disqualification.
- 6.1.2.2. Bidder to provide solvency statement signed by a qualified authority that the financial position of the bidder is sound and that the company will be able to mobilise the required resources for the execution of this contract.
- 6.1.2.3. The successful bidder shall demonstrate to Necsa that adequate pre-employment screening, including security screening, was performed on their employees/sub-contractors (staff).
- 6.1.2.4. The pre-employment screening shall as a minimum be able to:
- 6.1.2.4.1. Authenticate that staff are who they claim to be;
  - 6.1.2.4.2. Confirm that staff have a right to work in the RSA;
  - 6.1.2.4.3. Obtain written declaration from staff of any criminal record; and
  - 6.1.2.4.4. Confirm that staff possesses the relevant qualifications to undertake the duties effectively and safely.
- 6.1.2.5. The successful bidder shall deploy competent staff, supervision and labour who are appropriately experienced and trained for the work they are to undertake.
- 6.1.2.6. Necsa and its representatives may seek formal assurance to this effect (including a formal audit) at any time during the contract period.

#### 6.1.3. Consortium

- 6.1.3.1. Bidders forming part of a Consortium must submit with their bid a copy of their Consortium agreement in a separate attachment. This must clearly indicate:
- 6.1.3.1.1. The form of agreement;
  - 6.1.3.1.2. The respective roles and responsibilities of the members;
  - 6.1.3.1.3. The identity of the lead company which will have the overall project responsibility;
  - 6.1.3.1.4. The name and address of the officer acting as the single point of contact for all communications between Pelchem and the tenderers. He shall be fully empowered to act on behalf of all members; and
  - 6.1.3.1.5. The member's agreement to be jointly and severally liable to Pelchem for the performance of the contract.

#### 6.1.4. Sub-contracting

- 6.1.4.1. Bidders must detail any work to be sub-contracted, and the proposed sub-contractor(s) to be used.
- 6.1.4.2. Pelchem reserves the right to reject the use of any of the bidder's proposed subcontractors and any subcontractor proposed during the contract term.



- 6.1.4.3. Bidders are advised that Pelchem will not respond to any direct approach from potential sub-contractors for details in respect of any particular item in this bid.

#### **6.1.5. Pelindaba Enterprises Bidding Rights**

- 6.1.5.1. Pelindaba Enterprises reserves the right to:
  - 6.1.5.1.1. Extend the closing date;
  - 6.1.5.1.2. Verify any information contained in a proposal;
  - 6.1.5.1.3. Request documentary proof regarding any bid issue;
  - 6.1.5.1.4. Give preference to locally manufactured goods or locally sourced services;
  - 6.1.5.1.5. Issue follow-up or supplementary questions during the response period or after receipt of tenders;
  - 6.1.5.1.6. Make known to all bidders any questions submitted by a bidder including commercial and technical clarifications, together with the answers given to any individual bidder, if it is considered to be relevant to the tender; and
  - 6.1.5.1.7. Cancel or withdraw this request for tender as a whole or in part.
- 6.1.5.2. Evaluating Authorities' part of the evaluation process Pelindaba Enterprises (Necsa) may require bidders to arrange and/or participate in one or more of the following:
  - 6.1.5.2.1. Interviews with, or written references from, nominated reference;
  - 6.1.5.2.2. Reference site visits to the location(s) of nominated reference;
  - 6.1.5.2.3. Interviews with bidder personnel who would be involved in the contract execution (day-to-day operations of the site);
- 6.1.5.3. Negotiations with the bidders.

#### **6.1.6. Bidding Process**

- 6.1.6.1. Bidders must confirm their intention to respond by completing the attached form and returning it to the Necsa Contact Person for this Bid via email provided.
- 6.1.6.2. Bidders must familiarise themselves with and comply with the procurement timetable and ensure their availability for the site visit and presentations, as required, on the appropriate dates. Necsa is unlikely to be able to offer much flexibility to this timetable.
- 6.1.6.3. Bidders are required to:
  - 6.1.6.3.1. Respond in the English language;
  - 6.1.6.3.2. A cover letter on the bidders company letterhead with clear reference to the bid of interest should accompany both the technical and pricing proposals;
  - 6.1.6.3.3. All copies of the tender response must have signatures on the Declaration of Compliance to the Necsa Contact Person;
  - 6.1.6.3.4. Ensure that all document attachments are clearly marked and bound in a clear, logical and well-marked format with a table on context ensuring ease of finding individual documents or sections; and
  - 6.1.6.3.5. The original document must be signed in black ink by an authorised person, agent or representative and each and every page of the bidding documents shall contain the initials of the same signatory.
- 6.1.6.4. All costing and information must be typed and signed by the bidder, no hand written costing/pricing will be accepted.
- 6.1.6.5. All bids in this regard shall be accepted if they have been placed in the tender box by the closing date stipulated. Late bid submissions will not be considered.

## 6.1.7. Bid Submission Requirements

6.1.7.1. Bidders must submit their responses and all supporting documents in properly labelled and sealed envelopes clearly as follows:

6.1.7.1.1. Technical Proposal – Envelope One must include:

a set of four (4) hard copies (one (1) original and three (3) copies) and one (1) electronic copy (on disk or memory stick).

**No pricing information must be included in Envelope One.**

6.1.7.1.2. Pricing Proposal – Envelope Two must include:

a set of two (2) hard copies (one (1) original and one (1) copy) and one (1) electronic copy (on disk or memory stick).

**All compulsory returnable documents must be included in Envelope Two.**

6.1.7.2. No proposal shall be accepted by Necsa if submitted in any manner other than as prescribed above.

## 6.2. ELIGIBILITY REQUIREMENTS

### 6.2.1. Pre-qualification Criteria

Non-compliance to the following pre-qualification criteria will result in automatic disqualification:

| Item | Requirement   | Yes/No |
|------|---|--------|
| 1    | Bidder company information (Paragraph 7)                              |        |
| 2    | Valid Tax Clearance Certificate or equivalent                         |        |
| 3    | Valid Compensation Commissioner Fund: Letter of good standing (COIDA) |        |
| 4    | Central Supplier Database Summary Report (CSD).                       |        |
| 5    | Unpriced tender and/or totalised amount                               |        |
| 6    | Minimum of level 4 B-BBEE contributor                                 |        |

### 6.2.2. Technical / Functional Evaluation Criteria

| Item | Requirement  | Weight (Maximum Points) | Points | Criteria   |
|------|--|-------------------------|--------|--|
| 1    | Relevant experience related to the scope of work on energy efficiency - Completeness of energy savings estimates; engineering approach and methodology applied in previous work executed | 60                      | 0      | No work done previously  |
|      |  |                         | 20     | Provide proof of one (1) to two (2) jobs relevant reference with confirmed quality standards as per the client requirements and contact details of the clients (name of client, telephone number and/or email address) and confirmed energy savings (Rand value and percentage)    |
|      |  |                         | 40     | Provide proof of three (3) to five (5) jobs relevant reference with confirmed quality standards as per the client requirements and contact details of the clients (name of client, telephone number and/or email address) and confirmed energy savings (Rand value and percentage) |
|      |  |                         | 60     | Provide proof of six (6) and more jobs relevant reference with confirmed quality standards as per the client requirements and contact details of the clients (name of client, telephone number and/or email address) and confirmed energy savings (Rand value and percentage)      |

| Item         | Requirement  | Weight (Maximum Points) | Points | Criteria   |
|--------------|--|-------------------------|--------|--|
| 2            | Financial benefits after energy efficiency work implementation   | 20                      | 0      | No submission  |
|              |  |                         | 6      | Payback period of 3 years and above and cost breakdown of work previously executed       |
|              |  |                         | 10     | Payback period between 2 year and 3 years and cost breakdown of work previously executed |
|              |  |                         | 20     | Payback period of less than 2 years and cost breakdown of work previously executed       |
| 3            | Project Plan and Schedule - The bidder is required to provide a 5 tier project plan and schedule with regards to planning, auditing, implementation, monitoring, final report and close out. | 20                      | 0      | Timelines over 5 years   |
|              |  |                         | 5      | Timelines between 3 years and 4 years  |
|              |  |                         | 15     | Timelines between 2 years and 3 years  |
|              |  |                         | 20     | Timelines between 1 years and 2 years  |
| <b>Total</b> |  | <b>100</b>              |        |  |

**Note: Bidders that score <80 out of a 100 in respect of Technical / Functional Evaluation Criteria will be regarded as submitting a non-responsive bid and will not be evaluated further.**

**6.2.3. Tenders to be evaluated on functionality (B-BBEE and Price Evaluation Criteria):**

- 6.2.3.1. An organ of state must state in the tender documents if the tender will be evaluated on functionality.
- 6.2.3.2. The evaluation criteria for measuring functionality must be objective.
- 6.2.3.3. The tender documents must specify –
  - 6.2.3.3.1. The evaluation criteria for measuring functionality;
  - 6.2.3.3.2. The points for each criteria, if any, each sub-criterion; and
  - 6.2.3.3.3. The minimum qualifying score for functionality.
- 6.2.3.4. The minimum qualifying score for functionality for a tender to be considered further –
  - 6.2.3.4.1. Must be determined separately for each tender; and
  - 6.2.3.4.2. May not be so –
    - 6.2.3.4.3. Low that it may jeopardise the quality of the required goods or services; or
    - 6.2.3.4.4. High that it is unreasonably restrictive.
- 6.2.3.5. Points scored for functionality must be rounded off to the nearest two decimal places.
- 6.2.3.6. A tender that fails to obtain the minimum qualifying score for functionality as indicated in the tender documents is not an acceptable tender.
- 6.2.3.7. Each tender that obtained the minimum qualifying score for functionality must be evaluated further in terms of price and the preference point system and any objective criteria envisaged in regulation 11.

**6.2.4. 80/20 preference point system for acquisition of goods or services for Rand value equal to or above R30 000 and up to R50 million**

- 6.2.4.1. 5.4.1 The following formula must be used to calculate the points out of 80 for price in respect of a tender with a Rand value equal to or above R30 000 and up to a Rand value of R50 million, inclusive of all applicable taxes:

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

Where-

- $P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration; and  
 $P_{min}$  = Price of lowest acceptable tender.

- 6.2.4.2. The following table must be used to calculate the score out of 20 for B-BBEE:

| B-BBEE Status Level of Contributor | Number of Points |
|------------------------------------|------------------|
| 1                                  | 20               |
| 2                                  | 18               |
| 3                                  | 14               |
| 4                                  | 12               |
| 5                                  | 8                |
| 6                                  | 6                |
| 7                                  | 4                |
| 8                                  | 2                |
| Non-compliant contributor          | 0                |

- 6.2.4.3. A tenderer must submit proof of its B-BBEE status level of contributor.
- 6.2.4.4. A tenderer failing to submit proof of B-BBEE status level of contributor or is a non-compliant contributor to B-BBEE may not be disqualified, but –
- 6.2.4.4.1. May only score points out of 80 for price; and
- 6.2.4.4.2. Score 0 points out of 20 for B-BBEE.
- 6.2.4.5. A tenderer may not be awarded points for B-BBEE Status level of contributor if the tender documents indicate that the tenderer intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points that the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.
- 6.2.4.6. The points scored by a tenderer for B-BBEE in terms of sub regulation (2) must be added to the points scored for price under sub regulation (1).
- 6.2.4.7. The points scored must be rounded off to the nearest two decimal places.
- 6.2.4.8. Subject to sub regulation (9) and regulation 11, the contract must be awarded to the tenderer scoring the highest points.
- 6.2.4.9. If the price offered by a tenderer scoring the highest points is not market-related, the

organ of state may not award the contract to that tenderer.

6.2.4.10. The organs of state may –

6.2.4.10.1. Negotiate a market-related price with the tenderer scoring the highest points or cancel the tender;

6.2.4.10.2. If the tenderer does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the second highest points or cancel the tender;

6.2.4.10.3. If the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the third highest points or cancel the tender;

6.2.4.10.4. If a market-related price is still not agreed the organ of state must cancel the tender.

6.2.4.11. 90/10 preference point system for acquisition of goods or services with Rand value above R50 million

6.2.4.12. The following formula must be used to calculate the points out of 90 for price in respect of a tender with a Rand value above R50 million, inclusive of all applicable taxes:

Where –

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

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

$P_t$  = Price of tender under consideration; and

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

6.2.4.13. The following table must be used to calculate the points out of 10 for B-BBEE:

| B-BBEE Status Level of Contributor | Number of Points |
|------------------------------------|------------------|
| 1                                  | 10               |
| 2                                  | 9                |
| 3                                  | 6                |
| 4                                  | 5                |
| 5                                  | 4                |
| 6                                  | 3                |
| 7                                  | 2                |
| 8                                  | 1                |
| Non-compliance contributor         | 0                |

6.2.4.14. A tenderer must submit proof of its B-BBEE status level of contributor.

6.2.4.15. A tenderer failing to submit proof of B-BBEE status level of contribution or is a non-compliant contributor of B-BBEE may not be disqualified, but –

6.2.4.15.1. May only score points out of 90 for price; and

6.2.4.15.2. Scores 0 points out of 10 for B-BBEE.

6.2.4.16. A tenderer may not be awarded points for B-BBEE status level of contributor if the tender documents indicate that the tenderer intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points that the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.

6.2.4.17. The points scored by a tenderer for B-BBEE contribution in terms of sub regulation (2)

must be added to the points scored for price under sub regulation (1).

- 6.2.4.18. The points scored must be rounded off to the nearest two decimal places.
- 6.2.4.19. Subject to sub regulation (9) and regulation 11, the contract must be awarded to the tenderer scoring the highest points.
- 6.2.4.20. If the price offered by a tenderer scoring the highest points is not market-related, the organ of state may not award the contract to that tenderer.
- 6.2.4.21. The organs of state may –
  - 6.2.4.21.1. Negotiate a market-related price with the tenderer scoring the highest points or cancel the tender;
  - 6.2.4.21.2. If the tenderer does not agreed to a market-related price, negotiate a market-related price with the tenderer scoring the second highest points or cancel the tender;
  - 6.2.4.21.3. If the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the renderer scoring the third highest points or cancel the tender; and
  - 6.2.4.21.4. If a market-related price is still not agreed the organ of state must cancel the tender.

## **7. RETURNABLE DOCUMENTS CHECKLIST**

Please indicate that all mandatory documents are included in this bid by ticking the boxes in the checklist below. Responses received without all required documents will be considered invalid. Please also indicate where additional documents have been submitted to the main tender response.

### **7.1.1. Mandatory Documents**

- 7.1.1.1.  Bidder's Information (Paragraph 7).
- 7.1.1.2.  Original good standing letter from SARS (Tax clearance) OR a letter from SARS with PIN number issued for TAX compliance status.
- 7.1.1.3.  If a Consortium, Joint Venture or Sub-contractor, a valid Tax Clearance Certificate for each member.
- 7.1.1.4.  Compensation for Occupational Injuries and Diseases Act (COIDA).
- 7.1.1.5.  Central Supplier Database Summary Report (CSD).

### **7.1.2. Price**

- 7.1.2.1.  Price Breakdown.

### **7.1.3. Compliance Documents**

- 7.1.3.1.  SBD 1 Invitation to Bid.
- 7.1.3.2.  SBD 3.3 Pricing Schedule – Professional Services.
- 7.1.3.3.  SBD 4 Declaration of Interest.
- 7.1.3.4.  SBD 6.1 Preference points claim form in terms of the preferential procurement regulations 2017.
- 7.1.3.5.  SBD 7.2 Contract Form – Rendering of Services.
- 7.1.3.6.  SBD 8 Declaration of Bidder's Past Supply Chain Management Practices.
- 7.1.3.7.  SBD 9 Certificate of Independent Bid Determination.
- 7.1.3.8.  Necsa Terms and Conditions of Contract.
- 7.1.3.9.  Necsa Confidentiality Agreement.
- 7.1.3.10.  Necsa Alcohol and Drug Control Policy.
- 7.1.3.11.  Necsa Safety, Health and Environmental Policy.

## 7.2. BIDDER INFORMATION

The following information must be completed. Failure to do so may result in disqualification.

| BIDDER INFORMATION   |  |
|--|--|
| Bidder Name:   |  |
| Registration Number:   |  |
| VAT Registration Number:   |  |
| Bidding Structure (Individual, Joint Venture, Consortium, Sub-contractors) |  |
| Contact Person:  |  |
| Telephone Number:  |  |
| Fax Number:  |  |
| Email Address:   |  |
| Postal Address:  |  |
| Physical Address:  |  |

|  |            |                          |           |                          |
|--|------------|--------------------------|-----------|--------------------------|
| <b>HAS A TAX CLEARANCE AND PIN BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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| <b>HAS A VALID BBBEE CERTIFICATE BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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7.2.1.1.1.1. If bidding as a Joint Venture, Consortium or Sub-Contractors, complete the following company information.

| Name of Company (1):     |  |
|--------------------------|--|
| Registration Number:     |  |
| VAT Registration Number: |  |
| Contact Person:          |  |
| Telephone Number:        |  |
| Fax Number:              |  |
| Email Address:           |  |



|                   |  |
|-------------------|--|
| Postal Address:   |  |
| Physical Address: |  |

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| <b>HAS A TAX CLEARANCE AND PIN BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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| <b>HAS A VALID BBBEE CERTIFICATE BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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|-----------------------------|--|
| <b>Name of Company (2):</b> |  |
| Registration Number:        |  |
| VAT Registration Number:    |  |
| Contact Person:             |  |
| Telephone Number:           |  |
| Fax Number:                 |  |
| Email Address:              |  |
| Postal Address:             |  |
| Physical Address:           |  |

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| <b>HAS A TAX CLEARANCE AND PIN BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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| <b>HAS A VALID BBBEE CERTIFICATE BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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|                             |  |
|-----------------------------|--|
| <b>Name of Company (3):</b> |  |
| Registration Number:        |  |
| VAT Registration Number:    |  |
| Contact Person:             |  |
| Telephone Number:           |  |
| Fax Number:                 |  |

|                   |  |
|-------------------|--|
| Email Address:    |  |
| Postal Address:   |  |
| Physical Address: |  |

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| <b>HAS A TAX CLEARANCE AND PIN BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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| <b>HAS A VALID BBBEE CERTIFICATE BEEN SUBMITTED?</b> | <b>Yes</b> | <input type="checkbox"/> | <b>No</b> | <input type="checkbox"/> |
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| <b>IF YES, PLEASE INDICATE THE EXPIRY DATE</b> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
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I CERTIFY THAT THE INFORMATION PROVIDED ON THIS FORM IS TRUE AND CORRECT.  
 I FURTHER ACCEPT THAT, IN ADDITION TO CANCELLATION OF CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

SIGNATURE OF BIDDER (DULY  
 AUTHORISED)

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED