



REQUEST FOR QUOTATION (RFQ) FOR THE APPOINTMENT OF A PANEL OF PROJECT MANAGEMENT CONSULTANTS TO PROVIDE PROJECT MANAGEMENT ASSISTANCE FOR EXHIBITION PROJECTS.

Reference Number	IZIKO_R&E_RFQ_PM_03/09/2024
Description	To provide project management services and support for exhibition projects.
Address	25 Queen Victoria Street, Cape Town, 8001
Attention	Dr Wendy Black, Chief Curator: Art & Social History
Site Visit	Not Applicable
Closing date and time for submission	13 September 2024 @ 14h00
Method of delivery	Quotes / Proposals, and accompanying documentation, must be emailed to (SCM) 021 481 3889: SCM (scm@iziko.org.za) and Noleen Donson (ndonson@iziko.org.za)
Technical enquiries	Wendy Black; wblack@iziko.org.za ; 021 481 3883
Name of Company	
CSD Supplier Number (MA.....Number)	
B-BBEE Status Level of Contribution	
Quote Price (Incl Vat)	
Signature	

1. BACKGROUND

Iziko Museums of South Africa (Iziko) is a schedule 3A public entity and non-profit organisation, partly subsidised by the National Department of Sport, Arts & Culture (DSAC), bringing together 11 national museums and a Social History Centre situated in the Western Cape under a single governance and leadership structure. Iziko was established in terms of the Cultural Institutions Act, 1998 (Act No. 119 of 1998) and is required to comply with the Public Finance Management Act (PFMA), 1999 (Act No. 1 of 1999, as amended) and its concomitant Regulations. Iziko Museums deliver high-quality exhibitions across several sites.

2. SCOPE OF SERVICES

Iziko Museums of South Africa requires a **panel of up to 5 project management services providers** for the coordination, facilitation, and delivery of exhibition projects from October 2024 – September 2026. This contract may be renewed. Project management services will differ per project as the exhibitions are in varying stages of development. Service providers may be selected to work on one or multiple projects, depending on availability and capacity. Service providers will be required to work closely with relevant curators and exhibition teams already assigned to projects and will be accountable to Iziko Museums Chief Curators and the Director of Research & Exhibitions.

The projects include but are not limited to:

- i) *Living Symbols* exhibition
- ii) *Rock Art Gallery* upgrades
- iii) *Maritime* exhibition
- iv) *Nelson Mandela Prison House Museum* exhibition and opening
- v) *Old Town House* exhibition and reopening
- vi) *Bicentennial garden* exhibition
- vii) *Whale Well and Atrium* upgrades
- viii) *Amanzi e Afrika* exhibition
- ix) *200 years of ISAM* exhibition
- x) *Steven Cohen* exhibition

Requested services for projects include:

1. Project Planning and maintenance

- Define scope and deliverables with curators. Establish clear scope boundaries, including the exhibition's size, scale, themes, and target audience.
- Create project timeline and develop a detailed schedule with milestones, deadlines, and key tasks.
- Budget Planning.
- Coordinating and scheduling relevant stakeholder engagement (Iziko directorate, staff, service providers, and external parties) in consultation with the relevant curator.
- Managing schedules over lifetime of project and ensuring on time delivery of tasks and work packages.

2. Exhibition Design and Development coordination

- Work closely with curators and designers to develop exhibition concepts and scope that align with Iziko Museums' goals and audience engagement strategies.
- Coordinate and facilitate design meetings to ensure alignment with the scope, budget, and objectives, and obtain necessary approvals from Iziko stakeholders, including Senior Management.
- Coordinate and facilitate the development of exhibition content within established timelines, including labels, texts, interactive elements, multimedia, and educational resources (if any).

3. Procurement and Supplier Management

- Coordinate and facilitate all procurement processes as required. This includes developing and managing the quote and selection process for all required procurement in accordance with the PFMA.
- Facilitate the sourcing and procurement of materials and equipment needed for the exhibition. This includes but is not limited to exhibit design, fabrication, installation, case design and build, lighting, and audiovisual needs.
- Manage suppliers and oversee production for required services including but not limited to graphic design, print, hanging services, audiovisual or digital interactives installations, planning layout documentation, and commissions.
- Facilitate and arrange final sign-off of all production elements with the Chief Curators prior to supplier final payments and work package completion.
- Ensure that suppliers adhere to the agreed timelines, quality standards, and budget constraints.

4. Exhibition Fabrication and Installation coordination

- Coordinate the production schedule and fabrication of exhibit elements, ensuring they meet agreed design and quality specifications and are delivered on time.
- Coordinate and when necessary, supervise the installation of exhibits, including display cases, graphics, lighting, and interactive components, and ensure proper layout (in consultation with the Chief Curator of Exhibition Design and Production).
- Identify potential risks related to installation (e.g., delays, damages, safety issues) and develop potential contingency plans to mitigate them. Prior to implementation, these plans would need approval from the Chief Curators.
- Ensure that quality assurance is implemented across project/s. This includes coordinating and facilitating final checks and walkthroughs with the Chief Curator (and other necessary parties) of the exhibition before opening, ensuring all elements are correctly installed and functional.
- Document deliverables and ensure that design plans, safety certifications (if any), warranties, installation records, and Iziko exhibition reporting documentation and close-out report, are documented and completed.

5. Budget Tracking

- Track and monitor project expenses against the budget, ensuring cost controls are in place and variances are addressed promptly.
- Provide regular financial reports to Project Curator detailing project spending, commitments, and forecasting.

6. Marketing and Public Relations Support

- Work with the Curator and the Iziko Advancement team to align promotion efforts with exhibition openings, important milestones or events, ensuring consistent messaging.
- Assist in planning and managing the exhibition's opening event, including guest coordination, entertainment and catering, media relations, and logistical support.

3. DURATION OF CONTRACT

The contract will be for 24 months.

4. EVALUATION PROCESS & CRITERIA

Responses will be evaluated on the functional criteria, where after qualifying responses will be evaluated on the Price and Preference Points.

5. EVALUATION PROCESS

5.1 Evaluation of Quotation

The contract shall be awarded at the sole and absolute discretion of Iziko. Iziko hereby represents that it is not obliged to award this quotation to any bidder. Iziko is entitled to **retract** this quotation at any time as from the date of issue or reduce deliverables.

All quotations will be evaluated according to the criteria, weightings and threshold scores as Indicated in 5.3 below:

5.2 Evaluation Criteria

The selected service provider shall be required to indicate their capacity to deliver the services required by Iziko as per the requirements below:

Table 1: Functionality Criteria

1. Relevant Experience	Description	Weighting
<p>Track record of project management experience related to museums, cultural/educational institutions, government institutions, event companies, or other relevant industry. Bidders should demonstrate high competency in project management skills. This must be demonstrated by:</p> <ul style="list-style-type: none"> • Three (3) reference letters from three different clients • The reference letters must be on the client's letterhead. • The letters must be directly related to project management deliverables and outputs. • Reference letters must not be older than 4 years. 	<ul style="list-style-type: none"> • 3 reference letters from previous projects • 2 reference letters from previous projects • 1 reference letter from a previous project. • No reference letter 	<p style="text-align: center;">30</p> <p style="text-align: center;">20</p> <p style="text-align: center;">10</p> <p style="text-align: center;">0</p>
<p>2. Capacity and skill:</p>		
<p>Bidders are required to specify whether they have the capacity and skill to assist with the project management services as outlined in the brief.</p> <p>Bidders must provide a synopsis or profile of services offered, outlining any or all of the below services:</p> <ol style="list-style-type: none"> 1. Project Planning and maintenance 2. Project design and development coordination 3. Project procurement and supplier management 4. Exhibition fabrication and installation coordination 5. Budget tracking 6. Project marketing and public relations support 	<p>Bidders to outline the number of project management services they will be able to offer:</p> <p>5-6 Project management services outlined in comprehensive profile</p> <p>3-4 Project management services outlined in comprehensive profile</p> <p>1-2 Project management services outlined in comprehensive profile, or no profile provided.</p>	<p style="text-align: center;">30</p> <p style="text-align: center;">20</p> <p style="text-align: center;">0</p>

3. Team profile		
Bidders are required to provide the profiles (CV's) of the proposed team member/s that will provide project management services. The project managers are required to have at least 5 years' project management experience and indicate their work across various project management related deliverables.	<ul style="list-style-type: none"> • 5 years or more experience • Less than 5 years 	20 0
4. Certification		
Relevant project management certifications are beneficial. If obtained by any lead team member, please indicate. These can include, for example, PMP, academic qualifications in project management, certifications in project management methodologies (e.g. Waterfall, Agile), or similar.	<ul style="list-style-type: none"> • Project management certification/qualification • No certification 	10 0
5. PFMA exposure		
Bidders to demonstrate any experience working within the Public Finance Management Act, 1999 compliance structure. Bidders to provide an example of work (e.g. in a reference letter, statement outlining previous experience in a project run within the confines of the Act, etc.) demonstrating knowledge of and/or exposure to the PFMA.	<ul style="list-style-type: none"> • Experience working within the confines of the PFMA on a project. • Knowledge of the PFMA and its regulations. • No experience or knowledge of the PFMA. 	10 5 0
Total Scoring		100

****Bidders are required to achieve a score of 70 points to be considered for the SPECIFIC GOALS and Price evaluations.**

6. MANDATORY REQUIREMENTS

Bidders must comply with all the mandatory requirements outlined below, to be able to proceed further to price and preference evaluation. Proposals will be evaluated on the **80/20 preference points scoring system**: that is, 80% of the points awarded will be based on price, as indicated in the table below; and 20% of the points awarded will be based on specific goals, allocated as indicated in the table below:

	Specific goals allocated points	Price
Total maximum points	20	80

7. PRICING

Price is an important factor as it ensures optimum value for money and should consider the full duration of the contracting period. A cost schedule detailing, inclusive of VAT, any disbursements, as well as escalations, if applicable, etc. must be provided in the table below:

Table 2: Cost Schedule

No	Service Description:	Costing per service. Please provide a monthly rate (in accordance with a 40 hour work week):
1.1	Project Planning and maintenance for ONE project	
1.2	Project design and development for ONE project	
1.3	Project procurement and supplier management for ONE project	
1.4	Exhibition fabrication and installation coordination for ONE project	
1.5	Budget tracking for ONE project	
1.6	Project marketing and public relations support for ONE project	
	Any other applicable costs for ONE project (please outline):	
	Total including VAT	

Service Providers must submit all documents as outlined in **Table 3: Compliance Documents**. SBD documents to be completed are supplied below.

Table 3: Compliance Documents

1	Central Supplier Database Report – with supplier number and company details (www.csd.gov.za) and (Compliant) Tax Status Verification Pin together with tax registration number.
2	Detailed pricing structure: A cost schedule detailing full cost breakdown, inclusive of VAT, any disbursement, and escalations, if applicable, etc. for the entire duration of the proposed contract must be provided. A separate quote can accompany this as an additional document.
3	A Valid B-BBEE Certificate or Sworn Affidavit to determine the Service provider’s status level.
4	SBD 6.1 - Preference points claim form
5	SBD 4 – Bidders disclosure.

Note: Failure to supply any of the compliance documents stipulated may lead to the quote not being considered.

8. PREFERENCE POINTS CLAIM

SBD 6.1 Preference Points Claim form in terms of the Preferential Procurement Regulations of 2022. The points are allocated as follows:

Table 4: Preference Point System

Description		Points Allocated
1.	Price	80 Points
2.	Specific Goals	20 Points

9. FORMAL CONTRACT

- a) The proposal and appended documentation read together form the basis for an agreement to be negotiated and concluded in a formal contract between Iziko and the preferred Service Provider.
- b) A mere offer and acceptance shall not constitute a formal contract of any nature for any purpose between Iziko and the preferred Service Provider/s.

10. GENERAL PRINCIPLES

- a) The lowest or only quotation received will not necessarily be accepted.
- b) Iziko and its Council reserves the right to accept or reject any quotation in response to the Request to Quote and to withdraw its decision to seek the provision of these services at any time.

10.1 Consent

The Bidder, by signing this document, hereby consents to the use of their personal information described herein and confirms that:

- they have obtained all the necessary consent from their shareholders/directors or counterparts, including the consent for Iziko to receive and process such personal information.

- Failure to provide the information will result in the objectives of the RFQ not being achieved, with the Bidder being disqualified.
- The Bidder voluntarily submits this bid/document containing personal information, for the purposes of the RFQ.

Iziko is committed to protecting the Bidder’s privacy and recognises that it needs to comply with statutory requirements in collecting, processing, and distributing personal information. The Constitution of the Republic of South Africa provides that everyone has the right to privacy and the Protection of Personal Information Act 4 of 2013 (“POPI”) includes the right to protection against unlawful collection, retention, dissemination, and use of personal information. In terms of section 18 of POPI, if personal information is collected Iziko, as responsible party, must take reasonably practical steps to ensure that the data subject is made aware of the information being collected.

10.2 Declaration

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise:

- i) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- ii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iii) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest and;
- iv) confirms that the contents of this questionnaire/forms (SBD 4, & 6.1) are within my personal knowledge and are to the best of my belief both true and correct
- v) accept that, in addition to cancellation of a contract, action may be taken against me should the Declaration prove to be false.
- i) In terms of Preferential Procurement Regulation 11 and section 2(1) (f) of the Preferential Procurement Policy Framework Act, the IZIKO may consider the following objective criteria in the bid award:
 - ii) The risk of fruitless and wasteful expenditure to the IZIKO.
 - iii) The risk of an abnormally low bid.
 - iv) The risk of a material irregularity.
 - v) The IZIKO reserve the right not to consider bids from Bidders who are currently in litigation with the IZIKO; and
 - vi) The IZIKO further reserve the right not to award this tender to any Bidder based on the proven poor record of accomplishment of the Bidder in previous projects within the IZIKO and the referee submitted by the Bidder.

Signed

Date

Name

Position

*Enterprise
name*

Please note that if the supporting documentation is not provided then the submission will be classified as non-responsive.

1. Disqualification

Please note that if a bid document is not filled in correctly or completely, or complied with the specification, or is delivered/sent after the bid closing date and time, or the supplier is not registered on the CSD or supplier has a non-compliant tax status, then unfortunately that bidder maybe disqualified. Please return this document with the supporting documents.

2. Bid Document Submission

Emailed tender documents will be accepted. However, the onus is on the tenderer to ensure that complete email documents have been received by the IZIKO by the due date and time.

Please note that any alterations to the tender document other than filling in the tenderer's details and tender price will automatically disqualify the tenderer.

BIDDER'S DISCLOSURE (SBD4)

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise,

employed by the state?

YES/NO

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

Full Name	Identity Number	Name of institution	State

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:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid 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.
- 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.

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

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 (Company Name)

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

The applicable preference point system for this tender is the 80/20 preference point system.

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 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	Evidence	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)
Persons, or categories of persons, historically disadvantaged- (HDI) by unfair discrimination on the basis of	<ul style="list-style-type: none"> Proof of B-BBEE certificate; Company Registration Certification Identification Documentation. CSD report 		
Race: black persons (ownership)* 50% or more black ownership = 20 points Less than 50% black ownership = 10 points 0% black ownership = 0 points			

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- vii) The information furnished is true and correct;
- viii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- ix) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- x) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

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

