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20 JANUARY 2023

RFQ	RFQ/LOG/2023/3
RFQ ISSUE `DATE	20 JANUARY 2023
	SUPPLY AND DELIVERY OF 50ppn DIESEL ON AN AS AND WHEN
RFQ DESCRIPTION	REQUIRED BASIS FOR SABC BLOEMFONTEIN, KIMBERLY &
RFQ DESCRIPTION	PLATFONTEIN'S REGIONAL OFFICE FOR A PERIOD OF FIVE (5)
	YEARS
CLOSING DATE & TIME	02 FEBRUARY 2023 AT 12HOO

Submissions must be electronically submitted to RFQSubmissions@sabc.co.za on or before the closing date of this RFQ,

For queries, please contact Koena Legodi via email: Tenderqueries@sabc.co.za

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME:	
POSTAL ADDRESS:	
TELEPHONE NO:	
FAX NO.:	
E MAIL ADDRESS:	
CONTACT PERSON:	
CELL NO:	
SIGNATURE OF BIDDER:	



NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

- 1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
- 2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
- 3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
- 4. All submissions should be prominently marked with the following details in the email subject line:
 - > RFQ and bidders' name.
- 5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
- Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
- 7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid
 - illegibility of the bid; or
 - Security of the bid data.

NB: THE BIDDER SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF SEVEN DAYS.

FIRST PHASE - PREQUALIFICATION CRITERIA: MANDATORY DOCUMENTS

All bid respondents must submit mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation.

	MANDATORY REQUIREMENT	COMPLY/ NOT COMPLY
1.	Wholesale License to supply Bulk fuel	
2.	Certificate to supply Dangerous goods	

NON-SUBMISSION OF THE MANDATORY DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION.

REQUIRED DOCUMENTS

- 1.1 Submit proof CSD registration (Bidder must be registered with CSD in order to do business with the SABC)
- 1.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
 - (Verification will also be done by the SABC internally).
- 1.3 Valid Tax Clearance Certificate or SARS "Pin" to validate supplier's tax matters
- 1.4 Original or Certified copy of Valid BBBEE Certificate (from SANAS accredited Verification Agency)
- 1.5 All EME's and 51% black Owned QSE's are only required to obtain a **sworn affidavit** on an annual basis, confirming the following;
 - 1.4.1Annual Total Revenue of R10 Million or less (EME) or Revenue between R10 Million and R50 Million for QSE
 - 1.4.2 Level of Black Ownership

Note 1:

Verification Agencies and Auditors who are accredited by the IRBA (Independent Regulatory Board for Auditors) are no longer the 'approved regulatory bodies' for B-BBEE verification and therefore IRBA auditors are not allowed to issue B-BBEE certificates after 30 September 2016.

Note 2:

Any misrepresentation in terms of the above constitutes a criminal offence as set out in the B-BBEE act as amended.

- 1.6 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.7 Certified copy of Shareholders' certificates.
- 1.8 Submit Proof of Public Indemnity Cover for minimum of R10 000 000
- 1.9 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

DETAILED TECHNICAL SPECIFICATION

1. Background

The Region in clustered in three offices namely Bloemfontein, Kimberley and Platfontein. All these offices have standby generators equipped with a diesel tank. The standby diesel tanks supply diesel to the generators in case of power outage. They ensure that broadcasting operation continues as normal until Municipality power is restored. Therefore, SABC needs to make sure these generators have enough diesel to continue with the business and fulfil SABC mandate in case of the power outage. By having diesel in SABC tanks that will ensure the SABC remain running during power interruption.

2. Scope of Requirements services

The RQF seeks to appoint a competent contractor who will deliver 50ppm diesel for generators for both regions FS & NC as and when required.

Detailed specification:

Below Four (4) diesel Tanks specifications that need to be supplied:

Bloemfontein office X2: 1. Main Building Underground Diesel Tank Capacitor is 2200litre

2. Logistics Building Diesel Tank is 800litres

Kimberly office X1: 1. Kimberly Diesel Tank is 850litres

Platifontein office X 2: 1. Main Tank is 2000litres

2. Inside the generator container 950litres

The supplier should adhere to the following:

- Must deliver the diesel to SABC Bloemfontein, Kimberly and Platfontein regions as and when required.
- Must deliver the diesel within 48hrs after the order has been placed.
- Must deliver within 6hrs on emergency (required due to extended power outage).
- Must conduct annual pressure testing of tanks to identify leakages.
- · Must clean the sludge inside the tanks.
- · Must provide certificate of registration on flammable substances.
- Must ensure that all tanks comply with EMERGENCY MANAGEMENT STANDARDS: Health & Safety, Security and Environment.

3. RFQ Response Information

Effective Date of Bid

Vendors should state in writing that their quotation to the SABC and all furnished information, including price, will remain valid and applicable for 90 days from the date the vendor quotation is received by the SABC.

4. Costing

The quotation must reflect a detailed cost breakdown, and any indirect costs associated with the rendering of required service as per the schedule in the **Scope of Service**.

5. Duration of the Contract

Five (5) years

6. Location

Bloemfontein, Kimberley and Platfontein offices.

7. Evaluation criteria

7.1. BBBEE and Price

• The RFQ responses will be evaluated on the 80/20 points system

7.2. Technical Evaluation

- The tender submission will be technically evaluated out of 80
- A minimum threshold of 50 out of a maximum of 80 has been set.
- Bidders achieving less than the set threshold will be declared non-responsive and therefore will
 not continue forward for evaluation of BBBEE & Price Preference.

7.3. Objective Criteria

- The SABC 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 SABC.
- Bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g., tax compliance, BBBEE, company financials, etc. will be eliminated from the bid process.

SECOND PHASE: PAPER BASED EVALUATION CRITERIA

Evaluation area	Evaluation Criteria	Min Points	Max Points
Company previous	Company's minimum experience in fuel supply.	· Cinto	
experience in fuel supply	Bidders must provide references letters which must meet the following:		
	on a client's business letterheadcontract duration		
	 duly signed by authorised person 		
	Company's Experience in fuel supply: Number of Letters		
	3 - 5 reference letters (15 points)		
	2 reference letters (10 points)		
	1 reference letter (5 points) No reference letters (0 points)	20	30
	, , ,		
	(Each Contract must have a separate letter)		
	Number of years in fuel supply:		
	3 - 5 years (15 points)		
	2 years (10 points)		
	1 year (5 points)No experience (0 points)		
Operator's certificate	Provide minimum of one valid driver's/operators HAZCHEN		
	certificate for individuals responsible for		
	transporting/handling of dangerous goods:		
	Submission of two or more HAZCHEM certificate Operators (drivers (45 points))		
	 of Operators / drivers. (15 points) Submission of one HAZCHEM certificate of 		
	Operators / drivers (10 points)		
	No submission of HAZCHEM certificate		
	Operators / drivers. (0 points)	10	15
	(Drivers to produce HAZCHEM and PDP each time they come and deliver)		
Response time	Delivery lead time upon request		
	Emergency response time		
	0-4 hours delivery response (10 points)		
	4-8 hours hours delivery response (5 points)	10	20
	• 8-12 hours (0 points)		
	Normal delivery		
	Deliver within 24 hours (10 points)		
	Deliver within 48 hours (5 points) Pality and it is 60 hours (6 points).		
	Deliver within 60 hours (0 points)		
Transportation	The bidder to provide letter of intent indicating if they will		
	supply own transportation or seek outsourced transportation (leased)		
	Own transport accompanied by eNatis documents		

and valid disk (15 points)		
Leased transport accompanied by lease agreement and/or letter of intent and/or (10 Points)	10	15
TOTAL	50	80

8. ADJUDICATION USING A POINT SYSTEM

- 8.1 The bidder obtaining the highest number of total points will be awarded the contract unless objective criteria justify the award to another bidder
- 8.2 Preference points shall be calculated after process has been brought to a comparative basis taking into account all factors of non-firm prices.
- 8.3 In the event that two or more bids have scored equal pints, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 8.4 However, when functionality is part of the evaluation process and two or more bids have scored equal points for B-BBEE, the successful bid must be the one scoring the highest score for functionality
- 8.5 Should two or more bids be equal in all respect, the award shall be decided by the drawing of lots.

9. POINTS AWARDED FOR PRICE

The 80/20 preference point system

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

Where:

Ps= 80 (1- Pmin)

Points scored for comparative price of bid under Consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

B-BBEE PREFERENTIAL POINTS WILL BE AWARDED AS FOLLOWS:

B-BBEE Status Level of Contributor Number of Points

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

a. Bidders who qualify as EME's in terms of the B-BBEE Act must submit a certificate issued by a verification Agency accredited by SANAS for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates or DTI Affidavit.

- b. Bidders other than EMEs must submit their original and valid B-BBEE status levels verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a verification agency accredited by SANAS.
- c. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate
- d. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- e. Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- f. A tenderer will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intend sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended Sub-contractor is an EME that has the capacity and the ability to execute the sub-contract.
- g. A tenderer awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capacity and the ability to execute the sub-contract.

10. COMMUNICATION

Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a tender, between the closing date and the date of the award of the business.

All enquiries relating to this RFQ should be emailed three days before the closing date.

11. CONDITIONS TO BE OBSERVED WHEN TENDERING

- 11.1 The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.
- 11.2 No tender shall be deemed to have been accepted unless and until a formal contract / letter of intent is prepared and executed.

11.3 The Corporation reserves the right to:

Not evaluate and award submissions that do not comply strictly with his RFQ document.

Make a selection solely on the information received in the submissions and

• Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified

in the evaluation of this tender.

Contact any bidder during the evaluation process, in order to clarify any information, without

informing any other bidders. During the evaluation process, no change in the content of the RFQ

shall be sought, offered or permitted.

Award a contract to one or more bidder(s).

Accept any tender in part or full at its own discretion.

Cancel this RFQ or any part thereof at any time.

Should a bidder(s) be selected for further negotiations, they will be chosen on the basis of the

greatest benefit to the Corporation and not necessarily on the basis of the lowest costs, aligned to

the BBBEE & Preference Point system.

12. Cost of Bidding

The Tenderer shall bear all costs and expenses associated with preparation and submission of its

tender or RFQ, and the Corporation shall under no circumstances be responsible or liable for any

such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and

selection process.

13. PAYMENT TERMS

SABC will effect payment sixty (60) days after the service provider has submitted an invoice.

END OF RFQ DOCUMENT

Annexed to this document for completion and return with the document:

Declaration of Interest Annexure A

Consortiums, Joint Ventures and Sub-Contracting Regulations Previous completed projects/Current Projects Annexure B

Annexure C

SBD 8 & 9 Annexure D

ANNEXURE A

DECLARATION OF INTEREST

- Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favouritism, should the resulting tender, or part thereof be awarded to-
 - (a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
 - (b) any person who acts on behalf of SABC; or
 - (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
 - (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a	relationship	exist?	[YES/NO]
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If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

	[1]	[2]
NAME	·	
POSITION	:	
OFFICE WHERE EMPLOYED	<u>.</u>	
TELEPHONE NUMBER	<u></u>	
RELATIONSHIP	·	

- 2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
- 3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
 - recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
 - cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT	TENDER NUMBER	DATE
POSITION OF DECLARANT	NAME OF COMPANY C	R TENDERER

ANNEXURE B

CONSORTIUMS, JOINT VENTURES AND SUB-CONTRACTING REGULATIONS

1. CONSORTIUMS AND JOINT VENTURES

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

2 SUB-CONTRACTING

- 2.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 2.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.3 A person awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

3 DECLARATION OF SUB-CONTRACTING

SIGN	ATURE	OF DECLARANT	TENDER NUMBER	DATE						
	3.2.4	whether the sub-contr	actor is an EME YES / NO							
	3.2.3		vel of the sub-contractor							
	3.2.2	The name of the sub-	contractor							
	3.2.1	The percentage of the	contract will be sub-contracted	%						
3.2	If yes,	If yes, indicate:								
3.1	Will any portion of the contract be sub-contracted? YES / NO									

ANNEXURE "C" Previous completed projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact n	Contact person	Email address	Period of projects	Value of project	Project Comm	Completed date
							date	

Current projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact n	Contact person	Email address	Period of projects	Value of project	Project Comn	Completion dat
							date	

ANNEXURE "D"

4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

ltem	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Data of Restricted Suppliers as companies or persons prohibited from business with the public sector?	Yes	No
	(Companies or persons who are listed on this Database were inform		
	writing of this restriction by the Accounting Officer/Authority of the insti		
	that imposed the restriction after the audi alteram partem rule was applie		
	The Database of Restricted Suppliers now resides on the Na		
	Treasury's website(<u>www.treasury.gov.za</u>) and can be accessed by cli		
	on its link at the bottom of the home page.		
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defa in terms of section 29 of the Prevention and Combating of Corrupt Activitie (No 12 of 2004)?		No
	The Register for Tender Defaulters can be accessed on the Nature Treasury's website (www.treasury.gov.za) by clicking on its link a bottom of the home page.		
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (include court outside of the Republic of South Africa) for fraud or corruption during past five years?		No
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated of the past five years on account of failure to perform on or comply wit contract?		No

Strictly Confidential

4.4.1	If so, furnish particulars:

CERTIFICATION	
I, THE UNDERSIGNED (FULL NAME).	
CERTIFY THAT THE INFORMATION CORRECT.	FURNISHED ON THIS DECLARATION FORM IS TRUE AND
I ACCEPT THAT, IN ADDITION TO CA AGAINST ME SHOULD THIS DECLA	ANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN ARATION PROVE TO BE FALSE.
Signature	Date
Position	Name of Bidder
Js365bW	

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:
- ¹ Includes price quotations, advertised competitive bids, limited bids and proposals.
- ² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:			
(Bid Number and Description)			
in response to the invitation for the bid made by:			
(Name of Institution)			
do hereby make the following statements that I certify to be true and complete in	every respect:		
I certify, on behalf of:	that:		
(Name of Bidder)			

- 1. I have read and I understand the contents of this Certificate:
- 2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
- 3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- 4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
- 5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

.

- 6. 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 consortium³ will not be construed as collusive bidding.
- 7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
- 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 9. 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 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.

10. 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.

Signature	Date
Position	Name of Bidder