

## APPLICATION FORM

**INVITATION FOR EXPRESSION OF INTEREST TO CREATE A DATABASE OF  
FINANCIAL INSTITUTIONS FOR A PERIOD OF THREE (3) YEARS IN THE  
EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE**

**SCMU5-23/24-0025**

**NAME OF COMPANY:**

**CLOSING DATE:** 26 September 2023

**CLOSING TIME:** 11:00 AM

**CSD NUMBER:**

**ENQUIRIES:**

SUPPLY CHAIN MANAGEMENT  
EASTERN CAPE PUBLIC WORKS  
QHASANA BUILDING  
PRIVATE BAG X 0022  
BHISHO

**SCM RELATED ENQUIRIES**

Email Address:

[supply.chain@ecdpcw.gov.za](mailto:supply.chain@ecdpcw.gov.za)

Tel: 040 602 4563/4000

**(Please note it is recommended to use  
email for any enquiries)**

**TECHNICAL /PROJECT SPECIFIC ENQUIRIES**

Enquires: Ms. H. Noqayi

Email Address: [Hombakazi.noqayi@ecdpcw.gov.za](mailto:Hombakazi.noqayi@ecdpcw.gov.za)

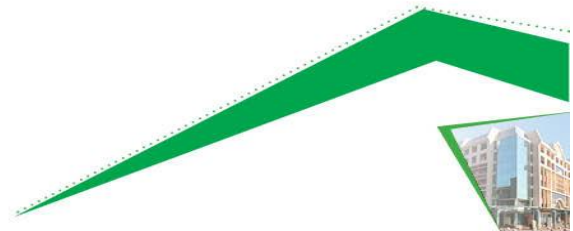
Tell/Cell No: 040 602 4477

**(Please note it is recommended to use email for any enquiries)**

**FOR COMPLAINTS, FRAUD, & TENDER ABUSE:**

**Call: 0800 701 1701**



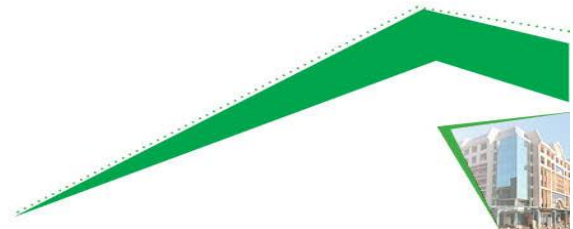


**INVITATION FOR EXPRESSION OF INTEREST TO CREATE A DATABASE OF  
FINANCIAL INSTITUTIONS FOR A PERIOD OF THREE (3) YEARS IN THE  
EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE**

**Please note:**

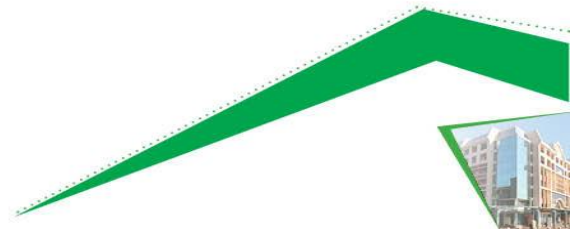
This document must be completed by all applicants wishing to register as financial service providers to assist contractors with development finance within the Eastern Cape Province in the DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE [DPWI] Database.

**All sections of the document must be completed in full.**



**PART A  
INVITATION TO BID**

| YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE  |  |                                     |  |   |  |
|--|--|-------------------------------------|--|---|--|
| BID NUMBER:  | SCMU5-23/24-0025   | CLOSING DATE:                       | 26 September 2023  | CLOSING TIME:   | 11H00  |
| DESCRIPTION  | INVITATION FOR EXPRESSION OF INTEREST TO CREATE A DATABASE OF FINANCIAL INSTITUTIONS FOR A PERIOD OF THREE (3) YEARS IN THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE |                                     |  |   |  |
| <b>BID RESPONSE DOCUMENTS:</b>   |  |                                     |  |   |  |
| BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE REGIONAL OFFICES AS SPECIFIED IN THIS DOCUMENT |  |                                     |  |   |  |
| <b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>  |  |                                     | <b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>                           |   |  |
| CONTACT PERSON   | SCM  |                                     | CONTACT PERSONS  | MS. H. NOQAYI   |  |
| TELEPHONE NUMBER   | 040 602 4563/4000  |                                     | TELEPHONE NUMBER   | 040 602 4477  |  |
| FACSIMILE NUMBER   | n/a  |                                     | FACSIMILE NUMBER   | n/a   |  |
| E-MAIL ADDRESS   | <a href="mailto:supply.chain@ecdpw.gov.za">supply.chain@ecdpw.gov.za</a>   |                                     | E-MAIL ADDRESS   | <a href="mailto:Hombakazi.nogayi@ecdpw.gov.za">Hombakazi.nogayi@ecdpw.gov.za</a>  |  |
| <b>SUPPLIER INFORMATION</b>  |  |                                     |  |   |  |
| NAME OF BIDDER   |  |                                     |  |   |  |
| POSTAL ADDRESS   |  |                                     |  |   |  |
| STREET ADDRESS   |  |                                     |  |   |  |
| TELEPHONE NUMBER   | CODE   |                                     | NUMBER   |   |  |
| CELLPHONE NUMBER   |  |                                     |  |   |  |
| FACSIMILE NUMBER   | CODE   |                                     | NUMBER   |   |  |
| E-MAIL ADDRESS   |  |                                     |  |   |  |
| VAT REGISTRATION NUMBER  |  |                                     |  |   |  |
| SUPPLIER COMPLIANCE STATUS   | TAX COMPLIANCE SYSTEM PIN:   |                                     | OR   | CENTRAL SUPPLIER DATABASE No:   | MAAA   |
| B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE   | [TICK APPLICABLE BOX]<br><input type="checkbox"/> Yes <input type="checkbox"/> No  | B-BBEE STATUS LEVEL SWORN AFFIDAVIT |  | [TICK APPLICABLE BOX]<br><input type="checkbox"/> Yes <input type="checkbox"/> No |  |
| [A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]      |  |                                     |  |   |  |
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES ENCLOSE PROOF]   |                                     | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? |   | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES, ANSWER THE QUESTIONNAIRE BELOW] |
| <b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>  |  |                                     |  |   |  |



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

☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?

☐ YES ☐ NO

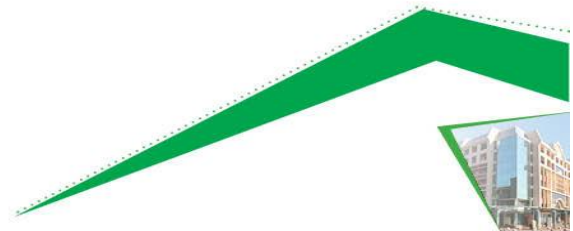
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

☐ YES ☐ NO

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

☐ YES ☐ NO

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



**PART B**  
**TERMS AND CONDITIONS FOR BIDDING**

|   |
|---|
| <b>1. BID SUBMISSION:</b>   |
| 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.  |
| 1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>  |
| 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000, AND THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.                          |
| 1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>  |
| <b>2. TAX COMPLIANCE REQUIREMENTS</b>   |
| 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.  |
| 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.                                       |
| 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE <a href="http://WWW.SARS.GOV.ZA">WWW.SARS.GOV.ZA</a> .  |
| 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.  |
| 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.  |
| 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.   |
| 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE." |

SIGNATURE OF SERVICE PROVIDER:

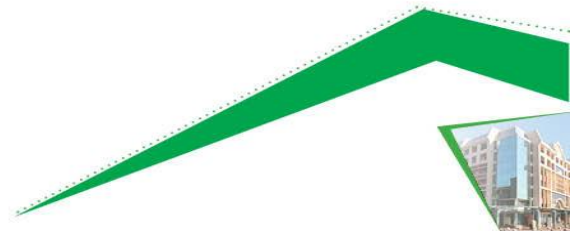
.....

CAPACITY UNDER WHICH THIS EXPRESSION OF INTEREST IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE: .....



**SCMU5-23/24-0025**

**INVITATION FOR EXPRESSION OF INTEREST TO CREATE A DATABASE OF  
FINANCIAL INSTITUTIONS FOR A PERIOD OF THREE (3) YEARS IN THE  
EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE**

Expression of interest documents can be downloaded from National Treasury's eTender Portal:  
<https://www.etenders.gov.za> or from the Eastern Cape Department of Public Works &  
Infrastructure website: [www.ecdpw.gov.za/tenders](http://www.ecdpw.gov.za/tenders)

Expression of Interest documents in a sealed envelope endorsed with the relevant expression of interest number, expression of interest description and the closing date, must be deposited in the bid box of DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE Regional offices or Head Office as specified in this document not later than **11H00** on the **26 September 2023**.

Financial service providers must ensure that Expression of Interest documents submitted via courier services are deposited by the courier service in the Departmental bid box prior to the closing date and is not delivered to Departmental officials.

**A. EXPRESSION OF INTEREST EVALUATION CRITERIA**

**This Expression of Interest will be evaluated in one (1) phase as follows:**

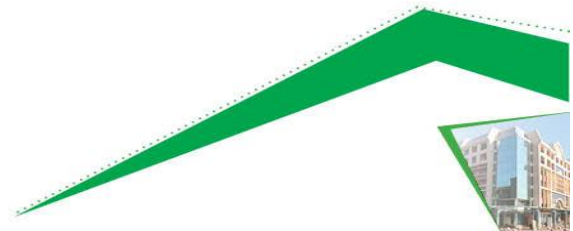
Phase One: Administrative Compliance

**FINANCIAL SERVICE PROVIDERS SHALL TAKE NOTE OF THE FOLLOWING CONDITIONS:**

1. Financial Service providers must have a functional/ operational office/residential address within the Eastern Cape Province (Proof of residence or municipal account or electricity account or valid lease agreement must be attached).
2. **The following declaration must be completed and signed (SBD4). 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, such interest must be disclosed on question 2.3.1 of SBD 4**
3. The expression of interest documents will be valid for a period of **120 days** after the closing date.
4. The minimum specifications and rules are detailed in the document.
5. A valid certified copy of Financial Certificate issued by National Credit Regulator (NCR) or Financial Service Provider (FSP) must be submitted with the application.

**B. TENDER SUBMISSIONS:**

Expression of interest documents must be submitted in sealed envelopes clearly marked  
**SCMU5-23/24-0025: INVITATION FOR EXPRESSION OF INTEREST TO CREATE A DATABASE  
OF FINANCIAL INSTITUTIONS FOR A PERIOD OF THREE (3) YEARS IN THE EASTERN CAPE  
DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE**



### C. PARTICIPATING OFFICE ADDRESSES AND CONTACT DETAILS

Tabulated below are details for the submission of completed expression of interest documents.

| REGIONS        | PHYSICAL ADDRESS OF BID BOX WHERE COMPLETED DOCUMENTS CAN BE RETURNED   |
|----------------|---|
| HEAD OFFICE    | DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE<br>Qhasana Building<br>Ground Floor<br>Bisho<br>5605  |
| AMATHOLE       | DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE<br>Corner of Scholl and Amalinda Main Road<br>Amalinda<br>Block B Building- Reception Area<br>East London<br>5247 |
| ALFRED NZO     | DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE<br>Block A<br>Corner Nkosi Senyukele Jojo and Ngqubusini Street and Ntsizwa Street<br>Mount Ayliff<br>4700        |
| JOE GQABI      | DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE<br>Block F<br>Bensonvale Collage<br>Sterkspruit<br>9762   |
| CHRIS HANI     | DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE<br>Ground Floor<br>Reception Area<br>Old CPA Building<br>Queenstown<br>5320                                       |
| O.R. TAMBO     | DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE<br>KD Matanzima Building<br>Ground Floor Foyer<br>Umtata<br>5099  |
| SARAH BAARTMAN | DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE<br>Ground floor<br>Old Ford House Building<br>55 Albany and Westbourne Road<br>Port Elizabeth<br>6000             |

### D. ENQUIRIES WITH REGARD TO THIS ADVERT MAY BE DIRECTED TO: SCM SPECIFIC ENQUIRIES

Email address: [supply.chain@ecdpw.gov.za](mailto:supply.chain@ecdpw.gov.za)

Tel No: 040 602 4563/4000

### TECHNICAL /PROJECT SPECIFIC ENQUIRIES

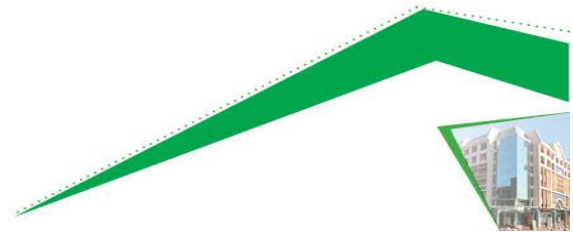
Enquires: Ms. H. Noqayi

Email Address: [Hombakazi.noqayi@ecdpw.gov.za](mailto:Hombakazi.noqayi@ecdpw.gov.za)

Tel No: 040 602 4477

**Fraud, Complaints & Tender Abuse Hotline**  
**0800 701 701 (toll free number)**





## **TERMS OF REFERENCE**

### **INVITATION FOR EXPRESSION OF INTEREST TO CREATE A DATABASE OF FINANCIAL INSTITUTIONS FOR A PERIOD OF THREE (3) YEARS IN THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE**

#### **BACKGROUND**

Due to high level of unskilled labour and unemployment in the Eastern Cape, vast majority of people are venturing in Construction sector and become forced entrepreneurs. A lack of required skills and experience to apply for jobs result in most people opening their own companies.

The Department of Public Works & Infrastructure through Innovation and Empowerment section under the Expanded Public Works Programme drive skills development programme through contractor incubator programme called ICDP (Integrated Contractor Development Programme), Small Medium Micro Enterprise (SMMEs) and Mayibuye Property Incubator Programme (MPIP) to transform the Construction and Property Industries in the Eastern Cape. The section trusts that through the establishment of a database of financiers to assist contractors and property developers, the industry can be transformed.

The Innovation and Empowerment section has appointed 160 emerging contractors from grade 1 to grade 6 for a period of 3 years under the ICDP programme and SMME contractors to be developed in their CIDB grading by awarding projects, mentorship, technical skills, soft skills training and providing other support. The section has also appointed 50 new entrants in the Mayibuye Property Industry under the MPIP for a period of 5 years, to be developed in Facilities management, property development, leasing and estate agency.

#### **GOALS AND OBJECTIVES**

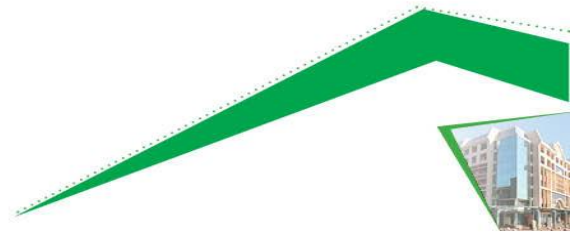
The goals and objectives for this project shall focus on creating a database for selected financial institutions for a period of 3 years to provide development finance to SMMEs, Integrated Contractor Development Programme (ICDP) and Mayibuye Property Incubator Programme (MPIP) with Bridging finance.

#### **PROJECT OBJECTIVES**

The department as part of its project goals and objectives, seeks the financial support to achieve the following project deliverables:

- to make sure that Eastern Cape has more reliable contractors, SMMEs, or property developers that will improve the economy of the Eastern Cape Province.
- To advance development finance to ICDP, SMMEs contractors and Property Incubator Contractors in the form of a working capital or expansion finance depending on the needs of the Contractor.
- To accelerate the personal professional development of the contractors.
- To prioritize Women, Youth and Disability with technical abilities e.g. Women, youth and disability that have built environmental qualification





## **OTHER BID CONDITIONS**

In order to qualify to be in the database, financial institutions must submit the following:

1. An expression of interest for Service providers to be on the database in order to assist contractors with development finance:
  - a. Advancing development finance to the selected ICDP, SMMEs contractors and new entrants in the property sector in the form of a working capital or expansion finance depending on the needs.
  - b. Providing non-financial support in the form of financial literacy training: (Financial management).
  - c. Financial institutions shall give the SMMEs feedback within the maximum of 21 days upon receipt of all necessary documents whether they will fund SMMEs or not.
  - d. The selected financial institutions shall screen all 210 participants within the programmes before being awarded with projects so as to fast track funding application period.
2. Respondents may not register in more than one region. Preferable, respondent must register in the Region they reside. First address in CSD will determine residency of the bidder. This will be looked at during the bid evaluation stage. If a respondent omits to select an appropriate region, the Department will after the evaluation of the applications, place the respondents in the region the respondent residing in as per the first address in the CSD
3. If there are no responsive respondents in a region, the department will look for financial institutions in the closest region to where the project will be conducted
4. Vetting will be conducted to the selected financial institutions to ensure that no Public Servant will be selected.

### **Financial institutions need to take note of the following:**

1. Financial institutions must be registered with National Credit Regulator (NCR)
2. The financial institutions must be registered on the Central Supplier Database (CSD) prior the inclusion in the database.
3. Contractors has a choice to request funding from any financier on the approved database.
3. Contractors have a choice to request funding outside this database if need arise.
- 4. Invitation for Expression of interest will be issued every year to allow a new intake into the database: Financial service providers that are already in the database will not be required to resubmit the application form.**

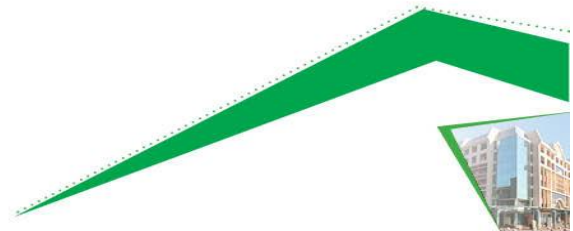
## **SCOPE OF WORKS**

### **a) The Department of Public Works & Infrastructure:**

1. Department will appoint contractors (ICDP, SMMEs or MPIP) in the database
2. EPWP will provide a list of financial institutions in the database to ICDP, SMMEs & MPIP contractors who require financial assistance
3. Sign a cession agreement after the awarded contractor and the chosen financial institution by the contractor has signed it.
4. Appoint a Mentor for ICDP, SMMEs or MPIP if need arise.
5. Pay directly to the financial institution, the agreed amount on the cession agreement.

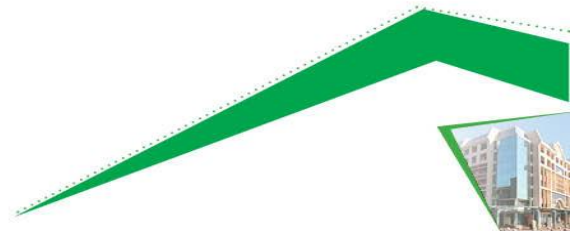
### **b) The Contractor will:**

1. Receive a list of financial institutions to request development finance.
2. Comply with the financial institution requirements
3. Sign a cession agreement with his/her choice of financial institution.
4. Submit the signed cession to the Department.
5. Submit the signed cession by all parties to the Financial Institution
6. Make sure that the amount on the cession agreement is paid by the client directly to the financial institution



**c) Financial Institution will:**

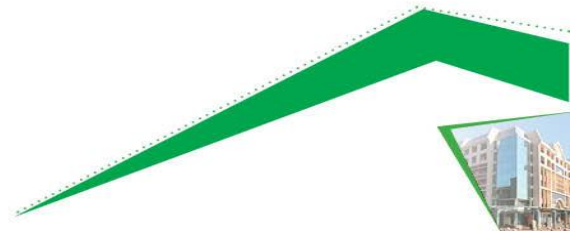
1. Check viability of the tender awarded to the contractor by the Department.
2. Sign a cession agreement together with the awarded contractor.
3. Offer finance to contractor
4. Submit an invoice for payment to the contractor to include on monthly payment Certificate.
5. Offer non-financial support (Training on finance)



## 5 EVALUATION CRITERIA

Financial service provider's document must meet the following minimum requirements and supporting documents must be submitted with the completed Expression of Interest document in a sealed envelope in the bid box at the closing date and time. Failure to comply will automatically eliminate the application for further consideration.

1. Expression of interest document (This Document must be submitted in its original format).
2. Expression of interest document which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
3. Financial Service providers must be a legal entity or partnership or joint venture or consortia or be in process of registration.
4. **SBD4 must be duly completed and signed. 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, such interest must be disclosed on question 2.3.1 of SBD 4**
5. The following Annexure must be completed & signed:
  - a. Annexure A - Resolution to Sign (if applicable)
6. Financial Service providers must have a functional/ operational office/ residential address within the Eastern Cape Province and proof must be attached (Municipal account or Valid lease agreement or Proof of residence or Electricity account).
7. A valid Certified copy of National Credit Regulator (NCR)/Financial Service Provider (FSP) License must be attached.



**ANNEXURE A**

**RESOLUTION FOR SIGNATORY**

**CERTIFICATE OF AUTHORITY FOR SIGNATORY**

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form, or on company letter Head.

An example is given below:

“By resolution of the board of directors passed at a meeting held on \_\_\_\_\_

Mr/Ms \_\_\_\_\_, whose signature appears below, has been duly authorised to sign all documents in connection with the tender for

Contract No. \_\_\_\_\_

and any Contract which may arise there from on behalf of (Block Capitals) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNED ON BEHALF OF THE COMPANY: \_\_\_\_\_

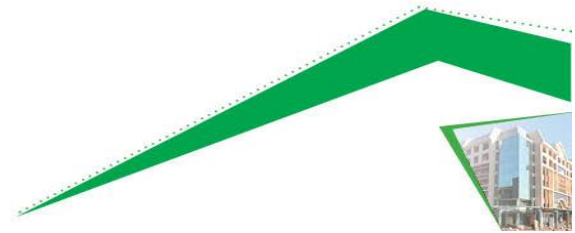
IN HIS/HER CAPACITY AS: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE OF SIGNATORY: \_\_\_\_\_

WITNESSES:

1. \_\_\_\_\_ SIGNATURE: \_\_\_\_\_



**ANNEXURE B**

**DETAILS OF TENDERERS NEAREST OFFICE OR ADDRESS TO DEPARTMENT  
OF PUBLIC WORKS AND INFRASTRUCTURE EASTERN CAPE**

1. Physical address of tenderer:

---

---

---

---

1 Telephone No of nearest office: \_\_\_\_\_

3 Time period for which such office has been used by tenderer: \_\_\_\_\_

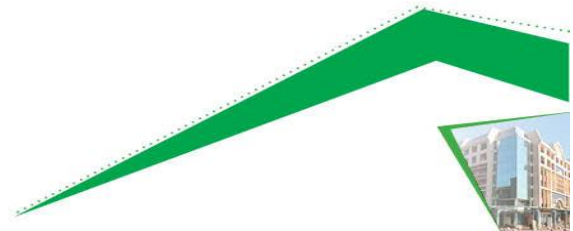
.....  
**SIGNATURE OF (ON BEHALF OF) TENDERER**

.....  
**NAME IN CAPITALS**

In the presence of:

1. ....

2. ....



## **BIDDER'S DISCLOSURE**

### **1. PURPOSE OF THE FORM**

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

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

### **2. Bidder's declaration**

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state?

**YES/NO**

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

| <b>Full Name</b> | <b>Identity Number</b> | <b>Name of State institution</b> |
|------------------|------------------------|----------------------------------|
|                  |                        |                                  |
|                  |                        |                                  |
|                  |                        |                                  |
|                  |                        |                                  |
|                  |                        |                                  |
|                  |                        |                                  |
|                  |                        |                                  |
|                  |                        |                                  |
|                  |                        |                                  |

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

- 2.2.1 If so, furnish particulars:

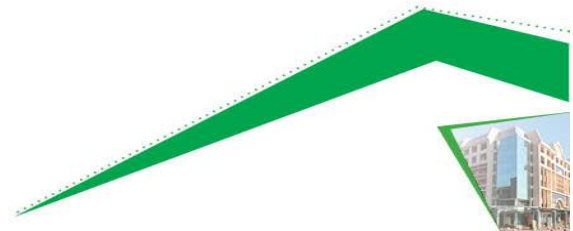
.....  
.....

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

---

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





2.3.1 If so, furnish particulars:

.....  
.....

**SBD 4**

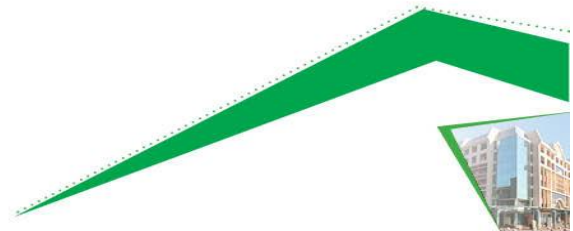
### **3 DECLARATION**

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 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.

---

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



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