



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICADEPARTMENT OF
TRANSPORT AND COMMUNITY SAFETY

Dear Sir / Madam

NB: Compulsory briefing session to be held at the Department of Transport and Community Safety on 20 November 2023 at 10h00 floor 6 boardroom 3.

REQUEST FOR QUOTATION**Quotation No: RQ-013139**

Kindly furnish me with a quotation for the supply of the goods/services as detailed in the enclosed specification.

The quotation must be delivered not later than **23 November 2023 at 11h00, NB: quotations are strictly emailed to headofficescm@dtcs.limpopo.gov.za**

The following conditions will apply:

- 1) Price(s) quoted must be valid for at least thirty (90) days from date of your offer.
- 2) Price(s) quoted must be firm and must be inclusive of VAT if VAT registered.
- 3) A firm delivery period must be indicated.
- 4) This quotation will be evaluated in terms 80/20 preference point system as prescribed in the Preferential Procurement Regulation 2022 and for this purpose the enclosed forms **SBD 4 and SBD 6.1** must be scrutinized, completed in full and submitted together with your quotation.
- 5) The successful provider will be the one scoring the highest points.
- 6) Acceptance of the General Conditions of Contract can be found on the Provincial/National Treasury Website.
- 7) Please fill in your prices on the attached specification, do not deviate from the specification.
- 8) Ensure that your calculations are all correct.
- 9) Cover the specification with your company letterhead and sign at the bottom.
- 10) Fill in the bill with a black pen.

**NB: No quotation will be considered from persons in the service of the state
Failure to comply with these conditions may invalidate your offer.**

Yours faithfully

Name: Mohlala KB



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
TRANSPORT AND COMMUNITY SAFETY

**TERMS OF REFERENCE TO RENDER PEST CONTROL MANAGEMENT SERVICES AT
HEAD OFFICE**

SUPPLIER/COMPANY NAME:

QUOTATION VALIDITY PERIOD: 90 days from the closing date

SUPPLIER'S OWN QUOTATION NUMBER:

PRINT SURNAME AND INITIALS:

SUPPLIER SIGNATURE:

DATE:

**NB: PLEASE FILL IN YOUR PRICES ON THE ATTACHED SPECIFICATION AND ATTACH THE
LETTERHEAD OF YOUR COMPANY**

TERMS OF REFERENCE TO RENDER PEST CONTROL MANAGEMENT SERVICES AT HEAD OFFICE

1. PROJECT NAME

To perform professional pest management/ control services in Head Office Building

2. BACKGROUND

The Limpopo Department of Transport and Community Safety: Head Office Building requires a service provider to perform professional pest management/ control services.

3. OBJECTIVES

To ensure that the working environment is free from all different types of pests e.g., rodents, creepy crawlies, flying insects, critters, bedbugs & fleas, and bird control flash flags units which impact negatively on employees, clients, and the surrounding environment.

4. SERVICES REQUIRED FROM THE BIDDERS

- Rendering of Pest Control /Management Services at Head Office
- All service providers are requested to conduct initial inspections of the buildings before the commencement of the project to identify, verify pest infestation & specific pest species and pest control measures.

5. SERVICES REQUIRED FROM THE APPOINTED SERVICE PROVIDER

- The appointed service provider is expected to provide proper advice to employers regarding recommended treatments to bring under control of any existing infestation by rodents, creepy crawlies, flying insects, critters, and many others.
- The appointed service provider is expected to apply suitable remedy by using environmentally friendly controls to treat, prevent and control all different types of pests.
- The appointed service provider is expected to record all pest and service-related activities in the final report.
- The appointed service provider must ensure that all pesticides, insecticides, and fumigation material to be used must be compliant to South African Bureau of Standards code of practice and Department of Agriculture approved.
- The appointed service provider must bring samples of all pesticides, insecticides and fumigation material that will be used in the buildings for verification purposes by the employer on the date of the presentation of the inspection report.
- On the date of the presentation of the inspection report, the appointed service provider must also provide the employer with Material Safety Data Sheets (Hazardous

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Substance Control Sheets) for all chemicals that will be used in the workplace /buildings from the supplier, and they must be properly filed by the end-user.

- The appointed service provider must ensure that all pest control/ management services are to be undertaken in compliance with Occupational Health and Safety Act 85 of 1993.
- Pest management service is a hazardous operation therefore the service must be performed after working hours and on weekends (Not in the presence of employees and clients in the workplace).
- Legislation requires that the appointed service provider be provided with detailed Material Safety Data Sheets (Hazardous Substance Control Sheets) from the suppliers for all substances used in the workplace.
- All chemicals used in the workplace by the appointed service provider must be clearly labeled with clear instructions and in line with the South African Bureau of Standards.
- All substances used in the workplace by the appointed service provider must have expiry dates on the containers.
- The appointed service provider is legally obliged to safely dispose hazardous wastes in registered sites when performing pest management services.

6.DESCRPTION OF SERVICES

6.1 Identification

Conduct the identification for all the trouble spots and make proper intervention to resolve the problems.

Identification to be conducted within the acceptable environmental requirements and controls.

6.2 Crawling Insect Treatment

- Preventative measures should be taken to prevent insects from re-nesting.
- Spray with South African Bureau of Standards approved chemicals.

6.3 Rodent Bait Stations

- Bait stations should be placed on the interior and exterior and parking lots of the building.

6.4 Flying Insects Treatment and Control (Including bees and wasps)

- Preventative measures should be taken to prevent bees and flies from nesting again.

6.5 Critters

- Preventative measures should be taken to prevent nesting.

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6.6 Bedbugs and Fleas

- Preventative measures should be taken to prevent to eliminate bedbugs and fleas.

6.7 Bird proofing

- Remove bird infestations and clean bird contamination.
- Ensure that pigeon perching is not visible.
- Removal of pigeon returning.
- Clean and disinfect the building.
- Bird proofing should be done.

6.8 Bird lice

- Removal of bird's nest.
- Preventative measures should be taken to prevent birds from re- nesting.

DESCRIPTION OF SITE TO PROVIDE PEST CONTROL/MANAGEMENT SERVICES (SEE ATTACHED SCOPE OF WORK)

7.DELIVERABLES

Detailed signed service report of pest control/management services with full findings and recommendations to be handed to employer/end -user at the end of the project.

8.DURATION TO PERFORM THE DUTY

The appointed service provider must be able to assume duty within 30 (Thirty) working days after the receipt of the official purchase order.

9.SERVICE RECORDS AND REPORT

At the end of the project, the appointed service provider shall provide an original signed detail service report indicating the following:

All the work carried out with full findings including infestation levels of the pest, analysis, and recommendations for future pest control services to the End- User.

Employer/End-User to endorse and keep the original copy of the report submitted by the service provider.

The appointed service provider shall provide an original copy of the service record that indicates the infestation levels of the pest to the employer/end –user.

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10.DOCUMENTS REQUIRED FROM THE BIDDERS

- Certified copy of valid South African Pest Control Association (SAPCA) certificate.
- Certified copy a valid P-Registration certificate from Department of Agriculture for all Pest Control Operators in terms of the Fertilizers, Farm Feeds Agriculture Remedies and Stock Remedies (Act 36 of 1947)
- Certified copy of a valid Letter of good standing from the Workman's Compensation Fund.
- Certified copies of happy letters of completion certificates or reference letters from serviced clients for completed similar projects.

11. SPECIAL CONDITIONS FOR THE APPOINTED SERVICE PROVIDER

- The appointed service provider will provide a work plan to Head Office Facilities Management Unit within seven working days after the receipt of the official purchase order.
- A work plan provided by the service provider shall be communicated to OHS Representatives at Head Office within two working days before the commencement of the work for their availability & monitoring of the appointed service provider.
- The appointed service provider is legally obliged to provide employees and the employer with safety precautionary advice/ safety tips of the project before, during and after the commencement of the work.
- The appointed service provider is required to provide basic skill transfer / to share basic knowledge of the project to Facilities Management Unit and OHS Representatives before, during and after the commencement of the work.
- All suppliers are required to comply with the legal framework that regulates pest control.
- The appointed service provider must always be available for communication with end-user.
- The appointed service provider and all his/her employees must always wear/use appropriate personal protective clothing and equipment when on site.
- The appointed service provider and all his/her employees must always wear branded company uniform /gear and be identifiable when on site i.e. produce Identity document when accessing the site.
- The appointed service provider and all his/her employees must always use appropriate tools when on site.

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- Service Providers are required to attend a compulsory briefing session on a date, time, and venue to be determined by the Head Office. Please take note that failure to attend a briefing session will automatically disqualify the service provider for further evaluation.

12. TECHNICAL SPECIFICATION

Item	DESCRIPTION	SQUARE METER:	AREAS FOR PEST CONTROL MANAGEMENT SERVICES	UNIT PRICE	TOTAL PRICE
12.1	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	149.5sgm	Lower Ground: parking		
12.2	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	308.9sgm	Ground floor		
12.3	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	112.8 sqm	First floor		
12.4	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants 	2037.4 sqm	Second floor		

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	<ul style="list-style-type: none"> ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps 				
12.5	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	2110.3sqm	Third floor		
12.6	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	2110.3 sqm	Fourth floor		
12.7	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	2110.3 sqm	Fifth floor		
12.8	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	2110.3 sqm	Sixth floor		

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12.9	<ul style="list-style-type: none"> ✓ Mosquitoes ✓ Ants ✓ Termites ✓ Cockroaches ✓ Bees ✓ Wasps ✓ Bird proofing 	2008.2 sqm	Seventh floors		
Square meter		13 058 Sqm			
Sub Total					
15% VAT (only if VAT vendor)					
Grand Total					

13. EVALUATION CRITERIA

Received responses will be evaluated in terms of the following evaluation criteria.

13.1 Stage 1: Evaluation on functionality

Bidders will be evaluated out of 100 points and are required to achieve minimum threshold of 65 points to proceed to the next stage of evaluation.

Criteria	Weight	Scores
Company accreditation (attach a copy of a valid South African Pest Control Association (SAPCA) certificate)	25	No accreditation=0 Valid accreditation=1
Experience of company in similar projects (attach copies of reference letters from serviced clients)	25	No projects =0 1 project = 1 2 projects =2 3 or more projects =3
Pest Control Operators (attach proof of a valid P-registration certificate from Department of Agriculture)	25	No accreditation=0 Valid accreditation=1
Company's letter of good standing with the Department of Labour: Workman's Compensation Fund. (Attach proof)	25	No proof attached =0 Valid accreditation=1

13.2 Stage 2: Compliance to specification

13.3 Stage 3: Administrative compliance

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NB: The following are regarded as non-compliance to administrative requirements:

- (a) Price amendments without signature.
- (b) Usage of correction fluid.
- (c) Completion of the bid document with an erasable pencil.
- (d) Non-completion and non-signing of the following essential standard bidding documents (SBD)/forms:
 - (i) SBD 4
 - (ii) SBD 6.1
- (e) **The following documents must be submitted:**
 - (i) Original Bid Document
 - (ii) SBD 4
 - (iii) SBD 6.1

13.4 Stage 4: 80/20 Preference Point System

The 80/20 price/preference point system will be applicable for this request for quotation. 80 points shall be awarded for price and 20 points shall be preference points.

The preference points shall be allocated based on the specific goals below:

No	DESIGNATED GROUP	POINTS
1	Enterprises owned by black people	3
2	Enterprises owned by youth	5
3	Enterprises owned by women	5
4	Enterprises owned by persons with disability	3
5	Small, Medium and Micro Enterprises (SMMEs)	2
6	Enterprises located in rural areas or underdeveloped areas	2

14. Notes

14.1 The contract will be awarded to the bidder scoring the highest points.

14.2 The Department is not bound to accept any of the proposals submitted. The Department also reserves the right to call interviews with short-listed service providers before final selection, and to negotiate price.

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HEAD OFFICE


Mr. PN Moloto

Director: Records and Facilities Management

Date: 10/11/2023


~~Approved~~ Not approved

Ms Mutwanamba T

Director: Supply Chain Management

Date: 14/11/2023

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 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 State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

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.

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

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

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.

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.

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

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The 80/20 preference point system will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean

that preference points for specific goals are not claimed.

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

2. DEFINITIONS

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

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:

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

Where

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

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:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) & \text{or} & Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \end{array}$$

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	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprise Owned by Black People	N/A	3	N/A	
Enterprise Owned by Youth	N/A	5	N/A	
Enterprise Owned by Women	N/A	5	N/A	
Enterprise Owned by Persons with Disability	N/A	3	N/A	
Small, Medium and Micro Enterprise(SMMEs)	N/A	2	N/A	
Enterprise Located in Rural Areas or Underdeveloped Areas	N/A	2	N/A	
Total		20		

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

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

