



## **REQUEST FOR PROPOSAL**

**RFQ NO. 135/2023**

**You are hereby invited to submit proposal/ price  
quotation for:**

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**PROVISION OF MAINTENANCE SERVICES AT THE FISANTHOEK  
HUT, KNYSNA SECTION OF THE GARDEN ROUTE NATIONAL  
PARK**

<b>Bid Number</b>	<b>RFQ 135/2023</b>
<b>Advert Date</b>	<b>Wednesday, 14 February 2024</b>
<b>Issuer</b>	<b>Garden Route National Park</b>
<b>Compulsory site meeting</b>	<b>Monday, 19 February 2024</b>  <b>Meeting Point: Garden of Eden, N2 then proceed to the site with a SANParks representative.</b>  <b>Time: 11h00</b>
<b>Closing date and time</b>	<b>Monday, 26 February 2024</b>  <b>Time: 11h00</b>
<b>Bid Document Submission Address:</b>	<b>GRNP.RFQS@sanparks.org</b>
<b>CIDB grading requirement</b>	<b>1GB or higher</b>
<b>For Attention:</b>	<b>GRNP Quotations</b>
<b>Contact details</b>	<b>044 302 5639</b>
<b>Bid Validity period</b>	<b>90 days</b>

## PART A

## INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS				
BID NUMBER:	RFQ 135/2023	CLOSING DATE:	26 February 2024	CLOSING TIME: 11:00am
DESCRIPTION	PROVISION OF MAINTENANCE SERVICES AT THE FISANTHOEK HUT, KNYSNA SECTION OF THE GARDEN ROUTE NATIONAL PARK			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	Siyamthanda Mcoso		CONTACT PERSON	Hilton Wildeman
TELEPHONE NUMBER	044 302 5639		TELEPHONE NUMBER	044 302 5629
E-MAIL ADDRESS	<a href="mailto:Siyamthanda.mcoso@sanparks.org">Siyamthanda.mcoso@sanparks.org</a>		E-MAIL ADDRESS	<a href="mailto:Hilton.wildeman@sanparks.org">Hilton.wildeman@sanparks.org</a>
SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NR				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:	MAAA

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  <input type="checkbox"/> Yes  <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX]  <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  [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES, ANSWER PART B:3 ]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS			
<p>IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float: right;"><input type="checkbox"/></span> YES <input type="checkbox"/> NO</p> <p>DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float: right;"><input type="checkbox"/></span> YES <input type="checkbox"/> NO</p> <p>DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float: right;"><input type="checkbox"/></span> YES <input type="checkbox"/> NO</p> <p>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.</p>			

**BID SUBMISSION:**

BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7) AND/OR AN SLA.

**TAX COMPLIANCE REQUIREMENTS**

BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

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.

APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).

BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

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."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

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

DATE: .....

## **1. PURPOSE**

The purpose of this exercise is to appoint a legible contractor for the provision of maintenance services at the Fisanthoek Hut, Knysna section of the Garden Route National Park as specified on the scope of work.

## **2. BACKGROUND**

South African National Parks (SANParks) is a public entity functioning under National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003); with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: 25 public entities.

SANParks' operations are totally guided by its vision statement and mission statement. As a public entity, the organisation is committed to act in pursuance of transformation of South Africa's society in support of entrenching South Africa's democracy. In this regard, the organisation has adopted a transformation mission to guide its efforts accordingly.

## **3. SCOPE OF WORKS**

Alterations and maintenance of the Fisanthoek hut, convert existing bathroom and adjacent room into two shower units for ladies and men with one toilet, two basins in each. Walls fully tiled from floors to ceiling including floors same colour effect in each unit, sample will be supplied. Mirrors, soap baskets, towel and soap dispensers. Water saving shower heads must be installed in both units, with taps and doorknobs reflecting in history.

To convert existing toilets adjacent to hut into both toilet and shower units for men and ladies. Move existing doors off each toilet and urinal unit 1m inwards to create enough space for entrance to the urinal and one lady's toilet. Build two cubicles for showers, construct with bricks to install two new showers in men and lady's toilets. Remove and instal existing mirror, soap, towel dispensers, and basin on the opposite walls to create space for showers. Replace existing toilets with ceramic close Copple units. Remove and replace old tiles. Walls fully tiled from floor to ceiling including floors same colour effect in each unit, sample will be supply.

Construct a wooden deck with free standing braai, easily accessible from deck and free standing from reservoir. Under roof braai area for braai and recreation purposes.

#### 4. BILL OF QUANTITIES

Item No.	Description	Unit	Quantity	Rate	Amount
<b>1</b>	<b>Inside</b>				
1.1	Repaint the inside walls with Eggshell white Gloss Enamel paint	m <sup>2</sup>	279.9		
1.2	Repaint the ceilings in all rooms with White Wall& All	m <sup>2</sup>	85.2		
1.3	Remove in install new wooden floor in one room	m <sup>2</sup>	34.56		
1.4	All floors must be sand off using industrial sander with 80grid and 100grid sandpaper and varnish with Woodoc 25 clear varnish x 3 coats	m <sup>2</sup>	85.2		
1.5	Open and fix cracks on kitchen walls and in room 1 using cement plaster	m <sup>2</sup>	1		
1.6	Skirtings, doors must be painted forest green, like existing	m <sup>2</sup>	35		
1.7	Windows must be painted brown like existing	m <sup>2</sup>	30		
<b>2</b>	<b>Kitchen</b>				
2.1	Install open unit built in cupboard with a double sink	m <sup>2</sup>	1.35		
2.2	Replace tiles above the kitchen sink with brown tiles (must blend in with the wall)	m <sup>2</sup>	1		
2.3	Replace skirting pines around the kitchen walls and replace with similar as other rooms	m	17		
<b>3</b>	<b>Inside hut bathroom showers and toilet (Ladies)</b>				
3.1	Move the basin window and add extra basin (pedestal type)	no	2		

3.2	Install two drywall partitions to create space for two showers and a toilet 1m x 2m.	m <sup>2</sup>	22.4		
3.3	Install two shower tubs properly sealed against walls with space between showers and doors at the entrances for towel hooks.	no	2		
3.4	Install hardwood doors in both showers to blend in with the existing doors of the building complete with locks	no	4		
3.5	Remove bath to create space for door opening and move existing toilet to the left side of the wall.	no	1		
<b>4</b>	<b>Inside hut bathroom showers and toilet (Men)</b>				
4.1	Install two drywall partitions in room entering from stoop to create three openings for 2 showers and 1 toilet. (1m x 2m)	m <sup>2</sup>	22..4		
4.2	Install two shower tubs 2 entrances 1m x1m	No.	2		
4.3	Install one porcelain close couple toilet cistern in right side entrance.	no	1		
4.4	Install hardwood doors at shower and toilet entrances complete with locks.	No.	3		
4.5	Close off door entering from main room with dry wall using 19mm marine ply on both sides of entrance.	m <sup>2</sup>	3.78		
4.6	Install two pedestal basins on the left wall and next to window	no	2		
4.7	Tile floors in both shower with tiles matching walls. (600mm x 600mm).	m <sup>2</sup>	10.54		
4.8	All waterpipes must be secured underneath deck surface Infront of the kitchen entrance.	existing			
<b>5</b>	<b>Outside bathroom and toilets</b>				



5.1	Remove replace, install existing mirror and basin to opposite walls in each unit	No.	4		
5.2	Move existing doors and entrances to male and female toilets 1m inwards.	No.	4		
5.3	Construct 2 brick cubicles for showers in each toilet (female and male) 2m x 1m	m <sup>2</sup>	44.8		
5.4	Install showers complete with water saving taps and shower heads in each cubical. 1m x 1m	no	4		
5.5	Tile walls complete from floor to ceiling in men and ladies' toilets. (600mm x600mm)	m <sup>2</sup>	45.51		
5.6	Remove tiles from floors to match with walls, sample will be attached. 600mm x 600mm)	m <sup>2</sup>	32.02		
5.7	Replace existing toilets with close couple units.	no	3		
5.8	Replace urinal complete with bottle trap and water connection	no	1		
5.9	Paint inside bathroom ceilings wall & all white				
5.10	Prepare and varnish windows Mahogany.	no	3		
5.11	Fix all toilet outlets and waste pipes	Existing			
5.12	Replace all windowsill tiles with more durable (thicker) colour to be decide during construction.	m <sup>2</sup>	2		
5.13	Remove section of cracked walkway around toilet and rebuild.	m	4		
5.14	Remove degrading plaster of drainage wall on the edge of walkway and re plaster.	m <sup>2</sup>	8		
5.15	Remove existing tiles on walkway around toilet and replace with thicker more durable colour to be decide during construction.	m <sup>2</sup>	20		

5.16	Prepare and paint main building outside (Namib sand)	m <sup>2</sup>	220		
5.17	Prepare and paint toilet outside (Namib sand)	m <sup>2</sup>	20		
5.18	Prepare and paint roof	m <sup>2</sup>			
5.19	Replace broken barge boards	m	6		
5.20	Replace missing and cracked window pains	no	1		
6.1	Re seal reservoir on the inside and outside.	m <sup>2</sup>	64		
6.2	Construct roof for reservoir 100mm x 100mm beams 1m apart.	m	16m		
6.3	Cover roof with galvanised corrugated roof sheets 0.8mm.	m <sup>2</sup>	16		
6.4	Paint roof on main building, reservoir, and outside toilets Heritage Green	m <sup>2</sup>	160		
6.5	Replace all missing and rotten fascia boards around main building.	m	10		
6.6	Replace all gutters on new facias and direct down pipes to channel water from roof to reservoir	m	40		
6.7	Paint all facias windows and stoop railings existing Brown.	m <sup>2</sup>	30		
6.8	Replace rotten beams at kitchen entrance with treated (100mm x 100mm)	m	6		
<b>7.</b>	<b>Wooden deck outside.</b>				
7.1	Construct braai area with 9 inch supporting walls, lintels to support fireplace lay out with fire bricks and fire cement on the floor and sides. 1.5m (W) x 1.2m(H) x 2m (L)	m <sup>2</sup>	3.6		
7.2	Construct wooden deck 8m x 8m Infront of kitchen area 150mm supporting poles	m <sup>2</sup>	64		
7.3	Supporting beams 150mm x 50mm	m	120		

7.4	110mm x 30mm	m <sup>2</sup>	16		
7.5	Apply varnish Mahogany 5% diluted first coat and two undiluted final coats				
<b>SUB TOTAL</b>					
<b>VAT 15% (VAT registered contractors only)</b>					
<b>GRAND TOTAL</b>					

## 5. TIMELINES

The period of the contract is 30 days. SANParks reserves the right to cancel the Purchase Order should the service provider fail to perform as per the contract.

## 6. SPECIAL CONDITIONS

- Operators must always wear protective clothing including safety harnesses and hard hats whenever working on heights.
- Service Provider holds full responsibility for the safety of his/her workers.
- Service Provider must have his/her own tools and transport while on site.
- All building rubble to be remove from site daily by contractor.

## 7. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.

As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

## 8. MINIMUM REQUIREMENTS COMPLIANCE RESPONSIVENESS CRITERIA (Compliance to legislative and treasury requirements)

In this phase all responses received will be verified for compliance and completeness of the submitted proposal per the below set of mandatory requirements.

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by supporting documents
- Submission of General Condition of a Contract (successful bidder).

## 9. FINANCIAL PAYMENT

Payment will be made in accordance to the PFMA (within 30 days of receipt of valid invoice).

## 10. EVALUATION CRITERIA AND WEIGHTING

The **RFP** stipulated that the responses to be evaluated using the 80/20 preference points system in accordance with the PPPFA guidelines. Based on this system the points will be allocated as follows:

Criteria	Points
Price	80
Specific Goals	20
<b>Total</b>	<b>100</b>

## 11. EVALUATION FORMULA FOR PRICE

The following formula will be applied to calculate the scores:

### Price Formula

The following PPPFA formula was used to evaluate the price proposals submitted by bidders, this formula was used because price was the only criterion that was scored i.e. the whole 80 points were allocated to price.

$$PS = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

Pmin

Ps = Points scored for price of the bid under consideration.

Pt = Rand value of bid under consideration.

Pmin = Rand value of lowest acceptable bid

## 12. FINAL AWARD

Bidder who complies with the specifications and scores highest total points on PRICE and B-BBEE claimed points shall be awarded the contract. SANParks reserves the right to:

- Award the contract in full or partially
- Award to more than one bidder, and/or
- Not to award
- Re-advertise should the minimum of three written quotations not be received
- Not to award to the bidder scoring the highest points

- Not to award to bidders who have previously failed to deliver/ provided poor work.

## ANNEXURE A – STANDARD BIDDING DOCUMENTS

SBD 4

### 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.

Full Name	Identity Number	Name of State institution

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<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.

2.2 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**

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 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.

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<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.

- 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.

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

## **SBD 6.1: 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);

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

- 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 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:

	<b>POINTS</b>
<b>PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

**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:

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

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:

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

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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises with B-BBEE Procurement Recognition Level 1(one) – 4 (four).	20 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:

- 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

.....	
<b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....