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Website: [www.idt.org.za](http://www.idt.org.za)

## Request for Quotation

**RFQ number:** IDT/HO/RCU-01112022

**Description:** REQUEST FOR QUOTATION – FRAUD HOTLINE SERVICES FOR A PERIOD OF 36 MONTHS

**Closing date and time:** 04 NOVEMBER 2022 @ 12:00pm

**Submission of quotations:** All quotations must be submitted by email to [Quotations@idt.org.za](mailto:Quotations@idt.org.za) or before the closing date and time stipulated above. All quotations received after the closing date and time will not be considered.

**Compulsory returnable documents** that must be submitted with the response for this quotation are the following:

1. National Treasury Central Supplier Database number MAAA\_\_\_\_\_
2. Name of Company \_\_\_\_\_
3. Unique SARS Tax Compliance Pin Number (submit valid letter)
4. Duly completed and signed: SDB 4 (**Invitation to bid**) SDB 4 (**Bidder's Declaration**), attached in this RFQ document.

**Compulsory returnable document:**

1. Certified copy of a **BBBEE certificate** issued by a **SANAS Accredited Agency** or a **Sworn Affidavit** in the prescribed format by the National Treasury or **Electronic Affidavit** Issued by **CIPC for EMEs and QSEs**. Service Providers that fail to submit BEEE credentials shall **NOT** be allocated preference points in line with the PPPF-Act regulations of 2017.



**INDEPENDENT DEVELOPMENT TRUST**

**TERMS OF REFERENCE –  
FRAUD HOTLINE SERVICES FOR  
THE INDEPENDENT DEVELOPMENT TRUST**

**1. Background**

- 1.1. The IDT is primarily responsible for social infrastructure development in the country, working with and on behalf of the department of public works and infrastructure and other partners

**2 Task Directive**

- 2.1 The IDT is inviting quotations to conduct Fraud Hotline Services for a period of 36 months;
- 2.2 Consolidate all cases and submit to the Accounting Officer or Delegated Authority;
- 2.3 Maintain anonymity of persons providing information that may require further investigations;
- 2.4 Provide detailed report on reported cases;

	<b>TOTAL</b>		<b>R</b>
	<b>Vat where applicable @ 15%</b>		<b>R</b>
	<b>TOTAL COST</b>		<b>R</b>

**3. Closing date and submission**

Responses and proposals to the RFQ must be submitted via email to:

[Quotations@idt.org.za](mailto:Quotations@idt.org.za)

Service providers must quote the IDT a total price inclusive of VAT for the service that will be rendered, and the quoted price must be valid for at least thirty (30) days after the closing date of this Request for Quotation.

- All **SCM** queries related to this RFQ must be submitted in writing to: [Melvin-EugeneM@idt.org.za](mailto:Melvin-EugeneM@idt.org.za)
- All **Technical** related Queries must be directed in writing to: [BridgetteMo@idt.org.za](mailto:BridgetteMo@idt.org.za)

**NB:** No query shall be allowed 12 hours prior to the closing date and time of this Request for quotation.

**NB:** *The Independent Development Trust Reserve the right to withdraw or cancel this RFQ without prior notification to the respondents.*

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**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 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 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 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.

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

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