

## GEORGE MUNICIPALITY



**TENDER NUMBER: COM039/2021**

**TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE  
RESTORATION OF EXISTING CLUBHOUSE AT ROOIRIVIER**

ENQUIRIES: Mr Riaan Swart  
YORK STREET  
GEORGE  
(044) 801 9488

**ISSUED BY:**  
THE CITY COUNCIL  
MUNICIPALITY OF GEORGE  
P O BOX 19  
GEORGE  
6530

**SUMMARY FOR TENDER OPENING PURPOSES**

NAME OF BIDDER: .....

SUPPLIER DATABASE NO.: MAAA .....

TOTAL PRICE (INCLUDING VAT)

R

**PREFERENCES CLAIMED FOR:**

B-BBEE Status Level of Contributor:

Preference Points Claimed:

**B-BBEE certificates submitted with the quotation document MUST be VALID ORIGINAL B-BBEE CERTIFICATES or VALID CERTIFIED COPIES OF THE B-BBEE CERTIFICATES**

**TENDER CLOSES AT 12H00 ON MONDAY, 01 NOVEMBER 2021**

## **BIDDER CONTACT DETAILS**

This information shall be used for any correspondence or contact with the bidder.

Please indicate whether you want to receive any correspondence via e-mail or send to your postal address by registered mail.

Name of Bidding Company: .....		<b>Mark choice of correspondence with X</b>
Postal Address:	..... ..... ..... ..... Postal Code: .....	
E-mail Address:	.....	
Telephone Number:	.....	
Cellular Number:	.....	
Facsimile Number:	.....	

**GEORGE MUNICIPALITY**

**TENDER No. COM039/2021**

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RESTORATION OF EXISTING CLUBHOUSE AT ROOIRIVIER**

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**GENERAL TENDER INFORMATION**

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TENDER ADVERTISED	:14 OCTOBER 2021
COMPULSORY BRIEFING SESSION	: Wednesday, 20 October '21 at 10h00
VENUE FOR BRIEFING SESSION	: Rooirivier Clubhouse
CLOSING DATE	: 01 November 2021
CLOSING TIME	: 12H00
LOCATION OF TENDER BOX	: <b>Tender Box</b> at the George Municipality, on the First Floor, Directorate: Financial Services, Supply Chain Management Unit, Civic Centre, York Street, George.

GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

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<b>CONTENTS</b>		<b>Pg No.</b>
<b>PART T</b>	<b>The Tender</b>	<b>4</b>
<b>PART T1</b>	<b>Tender Procedures</b>	<b>5</b>
T1.1	Quotation Notice and Invitation to Quote	6-7
T1.2	Tender Data	8-40
<b>PART T2</b>	<b>Returnable Documents (All documents / schedules are returnable)</b>	<b>41</b>
T2.1	List of Returnable Schedules Required for Tender Evaluation	42
T2.1	Returnable Schedules	43-53
T2.2	Other documents required for tender evaluation purposes	54-56
T2.3	Returnable Schedules that will be incorporated in the contract	57-60
<b>PART C</b>	<b>The Contract</b>	<b>61</b>
<b>PART C1</b>	<b>Agreement and Contract Data</b>	<b>62</b>
C1.1	Form of Offer and Acceptance	63-65
C1.2	Contract Data	66-67
C1.3	Objections and Complainants form	68-69
C1.4	Form of Professional Indemnity Insurance / Form of Guarantee	70
<b>PART C2</b>	<b>Pricing Data</b>	<b>71</b>
C2.1	Pricing Instructions	72
C2.2	Pricing Schedule	73
<b>PART C3</b>	<b>Scope of Work</b>	<b>76-78</b>
C3	Scope of Work	76-78
<b>PART C4</b>	<b>Health and Safety Specification</b>	<b>79</b>

GEORGE MUNICIPALITY

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## The Tender (Part T)

**PART T1 Tender Procedures**

- T1.1 Tender Notice and Invitation to Tender
- T1.2 Tender Data

**PART T2 Returnable Documents (All documents / schedules are returnable)**

- T2.1 List of Returnable Schedules Required for Tender Evaluation
- T2.1 Returnable Schedules
- T2.2 Other documents that will be incorporated into the contract
- T2.4 Returnable Schedules that will be incorporated in the contract

## GEORGE MUNICIPALITY

## DIRECTORATE: COMMUNITY SERVICES

## CONTRACT NUMBER:COM039/2021

## TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION OF EXISTING CLUBHOUSE AT ROOIRIVIER

Tenders are hereby invited for the :

**RESTORATION OF EXISTING CLUBHOUSE AT ROOIRIVIER**

Completed tenders in a sealed envelope, clearly marked:

**Tenders No.COM039/2021** must be placed in the tender box at the George Municipality on the First Floor, Directorate: Financial Services, Supply Chain Management, York Street, George by no later than **12:00 on Monday, 01 November 2021**. Tenders are not allowed to be placed in the tender box after 12:00. Tenders will be opened on the same day in the Committee Room at 12:05. Late or unmarked tenders will not be considered. No posted tenders per fax or e-mail will be accepted.

**Tenderers must be registered with the CIDB and should have a grading designation of 3GB or higher.**

**A compulsory site meeting will be held at Rooirivier Clubhouse, Barkhuizen Drive, George at 10:00 on Wednesday, 20 October 2021.**

Tenders are available at a non refundable deposit of R236-00 each from the Supply Chain Management Unit, First Floor, Civic Centre, York Street, George.

Tenders documents are available on the George Municipality's website: [www.george.gov.za](http://www.george.gov.za), free of charge.

Tenders will be evaluated as follows:

**Phase 1**

Only tenders scoring a minimum of 100 % in phase 1 will be further considered for evaluation in phase 2.

The stipulated minimum threshold percentages for local production and content for the **Steel products and components and Cement.**

**Phase 2**

Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) Regulations 2017 and the George Municipality's Supply Chain Management Policy, where **80** points will be scored for price and **20** points for B-BBEE status.

For more information, contact Mr Riaan Swart at (044) 801 9488 or [rswart@george.gov.za](mailto:rswart@george.gov.za).

Tenders word hiermee ingewag vir die

**RESTORASIE VAN KLUBHUIS TE ROOIRIVIER**

Voltooide tenders in 'n verseëelde koevert, duidelik gemerk:

**Tenders Nr. COM039/2021**, moet voor **Maandag, 01 November 2021** om **12:00** in die tender bus by die George Munisipaliteit op die Eerste Vloer, Direkoraat: Finansiële Dienste,Voorsieningskanaal Bestuursseenheid, Burgersentrum, Yorkstraat, George geplaas word. Geen tender sal toegelaat word om na 12:00 in die tender bus geplaas te word nie. Tenders sal om 12:05 dieselfde dag in die Komiteekamer oopgemaak word. Laat of ongemerkte tenders sal nie oorweeg word nie. Geen tenders per pos, faks of e-pos sal aanvaar word nie.

**Tenderaars moet by die CIDB geregistreer wees en 'n graderingsvlak van 3GB of hoër hê.**

**'n Verpligte terrein vergadering ssal gehou word te Rooirivier Klubhuis, Barkhuizenlaan, George om 10:00 op Woensdag, 20 Oktober 2021 gehou word.**

Tenders dokumente is verkrygbaar teen 'n R236-00 nie-terugbetaalbare deposito elk by die Voorsieningskanaalbestuur Eenheid op die Eerste Vloer, Burgersentrum, Yorkstraat, George.

Tenders dokumente is gratis op die George Munisipaliteit se webblad beskikbaar: [www.george.gov.za](http://www.george.gov.za).

Tenders sal evalueer word soos volg:

**Fase 1**

Slegs tenderaars wat 'n minimum van 100% behaal in fase 1, sal verder vir evaluering in fase 2 oorweeg word.

Die vasgestelde minimum persentasies vir plaaslike produksie en inhoud vir die sektor **Staal produkte en komponente en Sement.**

**Fase 2**

Tenders sal ge-evalueer en toegeken word in terme van die Wet op die Raamwerk vir Voorkeurverkrygingsbeleid (Wet 5 van 2000) Regulasies 2017, asook George Munisipaliteit se Voorsieningskanaalbestuursbeleid, waar **80** punte ten opsigte van die prys en **20** punte ten opsigte van B-BBEE status toegeken sal word.

<p>The Municipality reserves the right to withdraw any invitation to tender and/or to readvertise or to reject any tender or to accept a part of it. The Municipality is not bound to accept the lowest or any tender .</p> <p>A TCS PIN for bidders' tax compliance information must be submitted with the tender document.</p> <p>It will be required from all successful bidders to register on the Central Supplier Database (CSD).</p> <p>DR M GRATZ ACTING MUNICIPAL MANAGER GEORGE MUNICIPALITY GEORGE 6530</p>	<p>Vir verdere inligting, kontak Mnr Riaan Swart by(044) 801 9488 or <a href="mailto:rswart@george.gov.za">rswart@george.gov.za</a></p> <p>Die Munisipaliteit behou die reg voor om enige versoek vir 'n tender terug te trek en/of te her-adverteer of enige tender te verwerp of gedeeltelik te aanvaar. Die Munisipaliteit is nie daartoe gebind om die laagste of enige tender te aanvaar nie.</p> <p>'n "TCS PIN" vir bidders se belasting nakoming inligting moet ingesluit wees by die tender dokument.</p> <p>Dit sal van alle suksesvolle bidders verwag word om op die Sentrale Verskaffersdatabasis (SVD) te registreer.</p> <p>DR M GRATZ WAARNEMENDE MUNISIPALE BESTUURDER GEORGE MUNISIPALITEIT GEORGE 6530</p>
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## GEORGE MUNICIPALITY

## DIRECTORATE: COMMUNITY SERVICES

## CONTRACT NUMBER:COM039/2021

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## Tender Data (T1.2)

<b>Clause number</b>	The conditions of Tender are the <b>Standard Conditions of Tender</b> as contained in the Construction Industry Development Board (CIDB) Standard for Uniformity in Engineering and Construction Works Contracts, August 2019 (See <a href="http://www.cidb.org.za">www.cidb.org.za</a> ). The Standard Conditions of Tender for Procurements make several references to the Tender Data for details that apply specifically to this Tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of Tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.
<b>C.1</b>	<b>General</b>
<b>C.1.1</b>	The Employer is the <b>GEORGE MUNICIPALITY, DIRECTORATE: COMMUNITY SERVICES, PO Box 19, George,6530.</b>
<b>C.1.2</b>	<b>Tender Documents</b>
	<p>The Tender documents issued by the Employer comprise:</p> <p><b><u>The Tender</u></b></p> <p><b>Part T1: Tender Procedures</b></p> <p>T1.1 Tender notice and invitation to tender</p> <p>T1.2 Tender data</p> <p><b>Part T2 Returnable Documents</b></p> <p>T2.1 List of returnable documents</p> <p>T2.1 Returnable schedules</p> <p>T2.2 Other documents required for tender evaluation purposes T2.3.</p> <p>Returnable schedules that will be incorporated in the contract</p> <p><b><u>The Contract</u></b></p> <p><b>Part C1: Agreement and contract data</b></p> <p>C1.1 Form of offer and acceptance</p> <p>C1.2 Contract data</p> <p>C1.3 Objections and Complainants form</p> <p><b>Part C2: Pricing data</b></p> <p>C2.1 Pricing instructions</p> <p>C2.2 Pricing Schedule / Bill of Quantities / Activity Schedule</p> <p><b><u>Part C3: Scope of Works</u></b></p> <p>C3.1 Description of works</p> <p>C3.2 Engineering</p> <p>C3.3 Procurement</p> <p>C3.4 Construction</p> <p>C3.5 Management</p> <p>C3.1 Annexures</p> <p><b>Part C4: Site Information</b></p> <p>C4.1 Site Information</p>
<b>C.1.3</b>	<b>Interpretation</b>
<b>C.1.3.1</b>	The tender data and additional requirements contained in the tender schedules that are



	included in the returnable documents are deemed to be part of these conditions of tender.
C.1.3.2	These conditions of tender, the tender data and tender schedules which are required for tender evaluation purposes, shall form part of any contract arising from the invitation to tender/quote.
C.1.3.3	For the purposes of these conditions of tender, the following definitions apply: a) <b>conflict of interest</b> means any situation in which: i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfil his or her duties impartially; ii) an individual or tenderer is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or iii) incompatibility or contradictory interests exist between an employee and the tenderer who employs that employee. b) <b>comparative offer</b> means the price after the factors of a non-firm price and all unconditional discounts it can be utilized to have been taken into consideration; c) <b>corrupt practice</b> means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; d) <b>fraudulent practice</b> means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels.
<b>C.1.4</b>	<b>Communication and employer's agent</b>
	Name: Mr Riaan Swart Address: George Municipality Tel: (044) 801 9488 E-mail: <a href="mailto:rswart@george.gov.za">rswart@george.gov.za</a>
<b>C.1.5</b>	<b>Cancellation and Re-Invitation of Tenders</b>
C.1.5.1	An employer may, prior to the award of the tender, cancel a tender if- a) due to changed circumstances, there is no longer a need for the engineering and construction works specified in the invitation. b) funds are no longer available to cover the total envisaged expenditure; or c) no acceptable tenders are received. d) there is a material irregularity in the tender process.
C.1.5.2	The decision to cancel a tender invitation must be published in the same manner in which the original tender invitation was advertised.
C.1.5.3	An employer may only with the prior approval of the relevant treasury cancel a tender invitation for the second time.
<b>C.1.6</b>	<b>Procurement procedures</b>
<b>C.1.6.1</b>	<b>General</b>
	Unless otherwise stated in the tender data, a contract will, subject to C.3.13, be concluded with the tenderer who in terms of C.3.11 is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.
<b>C.2</b>	<b>Tenderer's obligations</b>
<b>C.2.1</b>	<b>Eligibility</b>

C.2.1	<p>Only those tenderers who satisfy the following criteria are eligible to submit tenders:</p> <p>a) Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for CE class of construction work, are eligible to have their tenders evaluated. A <b>3GB</b> contractor grading designation or higher is anticipated.</p> <p>b) Joint ventures provided that:</p> <p>i) Every member of the joint venture is registered with the CIDB;</p> <p>ii) The lead partner has a contractor grading designation not lower than one level below the required SL designation class of construction work;</p> <p>iii) The combined contractor grading designation calculated in accordance with the Construction Industry Development Board Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for that GB class of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations; and</p> <p>iv) All members of the joint venture submit copies of the returnable documentation or original copies where it is so stipulated, as well as for the following:</p> <ul style="list-style-type: none"> <li>• The tax compliance status PIN must be for the Joint Venture / Consortium or individual tax compliance status PIN's for all the members of the Joint Venture.</li> <li>• A valid consolidated BBBEE Verification Certificate must be submitted for the Joint Venture / Consortium, failing which the Tenderer will score zero points for Preference.</li> </ul>
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C.2.1.1	<p>Only Tenderers that meet the following pre-qualification conditions are eligible to have their tenders further evaluated.</p> <ul style="list-style-type: none"> <li>a) Quality control practices and procedures which ensure compliance with stated employer's requirements.</li> <li>b) Availability of resources.</li> <li>c) Capacity to mobilize own and sub-contracting resources.</li> <li>d) Availability of skills to manage and perform the contract (assigned personnel).</li> <li>e) Quality achievements on previous contracts of a similar nature.</li> <li>f) Previous work of a similar nature.</li> </ul> <p>1. Supply only locally produced goods meeting the following minimum threshold for local production and content:</p> <ul style="list-style-type: none"> <li>• Steel products &amp; components – 100%</li> <li>• Cement - 100%</li> </ul> <p>For this purpose, the MBD 6.2 – Declaration Certificate for Local Content which is attached under Part T2.2.11 must be completed and duly signed. The exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of the advertisement of the tender, and the South African Bureau of Standards (SANS) approved technical specification number SATS 1286:2011 method must be used for the calculation of the local production and content.</p> <p>2. A minimum CIDB contractor grading designation of <b>3GB</b> or higher and must be registered on the central supplier's database (CSD). The Contractor's grading must, however, be in accordance with the total sum awarded to that particular Contractor. Proof of the Tenderer's CIDB registration and contractor grading and CSD registration must be submitted with the tender. Tenderers who fail to comply with these conditions will be disqualified.</p>	
	<p>Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.</p>	
C.2.7	The arrangements for a <b>compulsory clarification meeting</b> are:	
	<p><b>Date: 20 October 2021</b></p> <p><b>Starting time: 10h00</b></p>	<p><b>Location: Rooirivier Clubhouse, Barkhuizen, George.</b></p>
C.2.11	<b>Alterations to documents</b>	
	<p>Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.</p>	
C.2.12	<b>No alternative tender offers will be considered.</b>	
C.2.13.1	<p>Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.</p>	
C.2.13.2	<p>Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.</p>	

C.2.13.3	Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.
C.2.13.4	Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.
C.2.13.5	<p>Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.</p> <p><u>The Employer's address for delivery of tender offers and identification details are:</u>  George Municipality, First Floor, Directorate: Financial Services, Supply Chain Management Unit, Civic Centre, York Street, George (location of tender box). The identification details are: Tender number <b>COM039/2021</b></p>
C.2.13.6	A two-envelope system will <b>not</b> be followed.
C.2.13.7	Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.
C.2.13.8	Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
C.2.13.9	Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.
<b>C.2.14</b>	<b>Information and data to be completed in all respects</b>
	Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.
<b>C.2.15</b>	<b>Closing time</b>
C.2.15.1	<p>Ensure that the employer received the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.</p> <p>The closing time for submission of tender offers is at <b>MONDAY, 01 NOVEMBER 2021</b></p>
C.2.15.2	Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.
<b>C.2.16</b>	<b>Tender offer validity</b>
C.2.16.1	The tender offer validity period is 120 days.
<b>C.2.17</b>	<b>Clarification of tender offer after submission</b>

	Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.
<b>C.2.18</b>	<b>Provide other material</b>
C.2.18.1	<p>Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment.</p> <p>Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.</p>
<b>C.2.19</b>	<b>Inspections, tests, and analysis</b>
	Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.
<b>C.2.22</b>	<b>Return of other tender documents</b>
	If so instructed by the employer, return all retained tender documents within twenty-eight (28) days after the expiry of the validity period stated in the tender data.
<b>C.2.23</b>	<b>Certificates</b>
	Include in the tender submission or provide the employer with any certificates as stated in the tender data.
C.3.4.1	<p>The time and location for opening of the tender offers is: <b>12h00 on 01 November 2021.</b>  <b>The Tender Box at the George Municipality is on the First Floor, Directorate:</b>  <b>Financial Services, Supply Chain Management Unit, Civic Centre, York Street, George.</b>  <b>Tenders will be opened in the Committee Room</b></p>
<b>C.3.11</b>	<b>Evaluation of tender offers</b>
	<p>Method 1: Price and Preference will be used</p> <ol style="list-style-type: none"> <li>1) Score tender evaluation points for price.</li> <li>2) Score points for BBBEE contribution.</li> </ol> <p>Add the points scored for price and BBBEE to two decimal places</p>
<b>C.3.13</b>	<b>Acceptance of tender offer</b>

	<p>Accept the tender offer; if in the opinion of the employer, it does not present any risk and only if the tenderer:</p> <p>a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement;</p> <p>b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract;</p> <p>c) has the legal capacity to enter into the contract;</p> <p>d) is not; insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act No. 2008, bankrupt or being wound up, has his/her affairs administered by a court or a judicial officer, has suspended his/her business activities or is subject to legal proceedings in respect of any of the foregoing;</p> <p>e) complies with the legal requirements, if any, stated in the tender data; and</p> <p>f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.</p>
<b>C.3.17</b>	<b>Provide copies of the contracts</b>
	Provide to the successful tenderer the number of copies stated in the Tender Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

**B-BBEE certificates submitted with the tender documents MUST be a VALID ORIGINAL B-BBEE CERTIFICATE or VALID CERTIFIED COPY OF THE B-BBEE CERTIFICATE.**

**In the case of a Trust, Consortium or Joint Venture, they will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.**

**TAX COMPLIANCE INFORMATION****PART A**

Tax Compliance Status	TCS Pin:		or	CSD No:	
B-BBEE Status Level Verification Certificate [Tick Applicable Box]	<input type="checkbox"/> Yes  <input type="checkbox"/> No		B-BBEE Status Level Sworn Affidavit		<input type="checkbox"/> Yes  <input type="checkbox"/> No
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE / SWORN AFFIDAVIT (FORM EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
Are You The Accredited Representative In <b>South Africa For The Goods / Services / Works Offered?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No  [If Yes, Enclose Proof]		Are You A Foreign Based Supplier For <b>The Goods / Services / Works Offered?</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No  [If Yes, Answer Part 2.]
Signature of Bidder	.....		Date		.....

## PART B

### TERMS AND CONDITIONS FOR BIDDING

<b>1. TAX COMPLIANCE REQUIREMENTS</b>		
1.1 Bidders must ensure compliance with their tax obligations. 1.2 Bidders are required to submit their unique personal identification number (PIN) issued by SARS to enable the organ of state to view the taxpayer's profile and tax status. 1.3 Application for the tax compliance status (TCS) certificate or PIN may also be made via E-Filing. In order to use this provision, taxpayers will need to register with SARS as E-Fileers through the website <a href="http://WWW.SARS.GOV.ZA">WWW.SARS.GOV.ZA</a> . 1.4 Foreign suppliers must complete the pre-award questionnaire in part B2. 1.5 Bidders may also submit a printed TCS certificate together with the bid. 1.6 In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate TCS certificate / PIN / CSD number. 1.7 Where no TCS is available but the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided.		
<b>2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b> [Tick Applicable Box]		
2.1 Is the entity a resident of the Republic of South Africa (RSA)?	YES	NO
2.2 Does the entity have a branch in the RSA?	YES	NO
2.3 Does the entity have a permanent establishment in the RSA?	YES	NO
2.4 Does the entity have any source of income in the RSA?	YES	NO
2.5 Is the entity liable in the RSA for any form of taxation?	YES	NO
<b>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 1.3 ABOVE.</b>		

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

Signature of Bidder: .....

Capacity Under Which This Bid Is Signed: .....

Date: .....



**DECLARATION OF INTEREST**

1.	No bid will be accepted from persons in the service of the state*.	
2.	Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in the service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.	
3.	In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.	
3.1	Full Name of bidder or his / her representative: .....	
3.2	Identity number: .....	
3.3	Position occupied in the Company (director, trustee, shareholder <sup>2</sup> ): .....	
3.4	Company Registration Number: .....	
3.5	Tax Reference Number: .....	
3.6	VAT Registration Number: .....	
3.7	The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers (where applicable) must be indicated in paragraph 4 below.	
3.8	Are you presently in the service of the state?*	<b>YES / NO</b>
3.8.1	If yes, furnish the following particulars:  Name of person / director / trustee / shareholder member: .....  Name of state institution at which you or the person connected to the bidder is employed: .....  Position occupied in the state institution: .....  Any other particulars: .....	

	.....	
3.9	Have you been in the service of the state for the past twelve months?	<b>YES / NO</b>
3.9.1	<p>If so, furnish particulars.</p> <p>.....</p> <p>.....</p>	
3.10	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	<b>YES / NO</b>
3.10.1	<p>If yes, furnish the following particulars:</p> <p>Name of person: .....</p> <p>Name of state institution at which you or the person connected to the bidder is employed:</p> <p>.....</p> <p>Position occupied in the state institution:</p> <p>.....</p> <p>Any other particulars: .....</p> <p>.....</p>	
3.11	Are you aware of any relationship (family, friend, other) between the bidder and any person in the service of the state who may be involved with the evaluation and or adjudication of this bid?	<b>YES / NO</b>
3.11.1	<p>If yes, furnish the following particulars:</p> <p>Name of person: .....</p> <p>Name of state institution at which you or the person connected to the bidder is employed:</p> <p>.....</p> <p>Position occupied in the state institution: .....</p> <p>Any other particulars: .....</p> <p>.....</p>	
3.12	Are any of the company's directors, managers, principal	<b>YES / NO</b>

3.12.1	<p>shareholders or stakeholders in the service of the state?</p> <p>If yes, furnish the following particulars:</p> <p>Name of person / director / trustee / shareholder / member:</p> <p>.....</p> <p>Name of state institution at which you or the person connected to the bidder is employed:</p> <p>.....</p> <p>Position occupied in the state institution: .....</p> <p>Any other particulars: .....</p> <p>.....</p>	
<p>3.13</p> <p>3.13.1</p>	<p>Is any spouse, child or parent of the company’s directors, trustees, managers, principle shareholders or stakeholders in the service of the state?</p> <p>If yes, furnish the following particulars:</p> <p>Name of person / director / trustee / shareholder / member:</p> <p>.....</p> <p>Name of state institution at which you or the person connected to the bidder is employed:</p> <p>.....</p> <p>Position occupied in the state institution: .....</p> <p>Any other particulars: .....</p> <p>.....</p>	<b>YES / NO</b>
<p>3.14</p> <p>3.14.1</p>	<p>Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?</p> <p>If yes, furnish particulars:</p> <p>.....</p>	<b>YES / NO</b>

	.....		
4. Full details of directors / trustees / members / shareholders:			
<b>THE FOLLOWING INFORMATION IS COMPULSORY TO COMPLETE:</b>			
Full Name	Identity Number	Individual Tax Number for each Director	State Employee Number (where applicable)
<b>5.</b>	<b>The contract will be automatically cancelled if there is a conflict of interest which is not disclosed by the bidder.</b>		

**Protection of Personal Information Act, 2013 (Act no.4 of 2013) (POPIA)**

All parties agree that they will comply with Protection of Personal Information Act, 2013 (Act no.4 of 2013) (POPIA) and process all the information and/or personal data in respect of the goods and/or services being rendered in accordance with the said act and only for the purpose of providing the goods and/or services set out in the agreement to provide such goods and/or services.

The contract between the municipality and the service provider must ensure compliance with the Protection of Personal Information Act, 2013 (Act no.4 of 2013) (POPIA), in that the service provider establishes and maintains security measures to safeguard personal information being processed on behalf of the municipality. The service provider must notify the municipality immediately in an event where there are reasonable grounds to believe personal information has been accessed by an unauthorised person.

The contract with a service provider must ensure confidentiality of personal information processed on behalf of the municipality. A supply contract with a service provider must include standard clauses outlining joint responsibility in terms of the protection of personal information.

.....  
Signature

.....  
Date

.....  
Capacity

.....  
Name of Bidder

<sup>1</sup>MSCM Regulations: “in the service of the state” means to be -

- (a) a member of –
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the National Assembly or the National Council of Provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official or any Municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (e) a member of the accounting authority of any national or provincial entity; or
- (f) an employee of Parliament or a provincial legislature.

<sup>2</sup>“Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercise control over the company.

## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

- a) The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

## 2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

## 3. POINTS AWARDED FOR PRICE

### 3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

**80/20**

**or**

**90/10**

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

**4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR**

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

**5. BID DECLARATION**

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

- 6.1 B-BBEE Status Level of Contributor: . = .....(maximum of 10 or 20 points).

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

**7. SUB-CONTRACTING**

- 7.1 Will any portion of the contract be sub-contracted?

(***Tick applicable box***)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

#### 8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

8.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 MUNICIPAL INFORMATION

Municipality where business is situated: .....



Registered Account Number: .....

Stand Number:.....

8.8 Total number of years the company/firm has been in business:.....

8.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

## WITNESSES

1. ....

2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS .....

.....

.....

**SWORN AFFIDAVIT – BBEE EXEMPTED MICRO ENTERPRISE****SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE**

I, the undersigned,

<b>Full name &amp; Surname</b>	
<b>Identity number</b>	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a member / director / owner of the following enterprise and am duly authorised to act on its behalf:

<b>Enterprise Name</b>	
<b>Trading Name</b>	
<b>Registration Number</b>	
<b>Enterprise Address</b>	

3. I hereby declare under oath that:
  - The enterprise is \_\_\_\_\_ % black owned;
  - The enterprise is \_\_\_\_\_ % black woman owned;
  - Based on the management accounts and other information available on the \_\_\_\_\_ financial year, the income did not exceed R10,000,000.00 (ten million rands);
  - Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% black owned	<b>Level One</b> (135% B-BBEE procurement recognition)	
More than 51% black owned	<b>Level Two</b> (125% B-BBEE procurement recognition)	
Less than 51% black owned	<b>Level Four</b> (100% B-BBEE procurement recognition)	

4. The entity is an empowering supplier in terms of **the dti** Codes of Good Practice.
5. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
6. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Commissioner of Oaths  
Signature & stamp

**DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS**

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

**1. General Conditions**

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two-stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

- x is the imported content in Rand  
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

**Tender Data – Annexure “A”****Part T1.2**

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
<b>STEEL PRODUCTS AND COMPONENTS</b>	<b>100%</b>
<b>CEMENT</b>	<b>100%</b>

3. Does any portion of the goods or services offered have any imported content?  
(**Tick applicable box**)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za)

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

<b>Currency</b>	<b>Rates of exchange</b>
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

3. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION**  
**(REFER TO ANNEX B OF SATS 1286:2011)**

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

**IN RESPECT OF BID NO. COM039/2021**

**ISSUED BY: GEORGE MUNICIPALITY**

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on [http://www.thdti.gov.za/industrial\\_development/ip.jsp](http://www.thdti.gov.za/industrial_development/ip.jsp). Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),  
do hereby declare, in my capacity as .....  
of .....(name of bidder  
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
  - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
  - (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	<b>100%</b>

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.**

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

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

**WITNESS No. 1** \_\_\_\_\_

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

**WITNESS No. 2** \_\_\_\_\_

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

**Annex C****Local Content Declaration – Summary Schedule**

(C1)	Tender No.	COM039/2021				<u>Note:</u> VAT to be excluded from calculations
(C2)	Tender description:					
(C3)	Designated product(s)					
(C4)	Tender Authority:					
(C5)	Tendering Entity name:					
(C6)	Tender Exchange Rate:		Pula -	EU -	GBP -	
(C7)	Specified local content %					

Tender Item no's	List of Items	Calculation of local content						Tender summary			
		Tender price – each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
(C20) Total tender value								R.....			
(C21) Total Exempt imported content									R.....		
(C22) Total Tender value net of exempt imported content									R.....		
(C23) Total Imported content										R.....	
(C24) Total local content										R.....	
(C25) Average local content % of tender											%

Signature of tenderer from Annex B: .....Date: .....

**Annex D**

SATS 1286.2011

**Imported Content Declaration – Supporting Schedule to Annex C**

(D1)	Tender No.	COM039/2021				<u>Note:</u> VAT to be excluded from calculations
(D2)	Tender description:					
(D3)	Designated product(s)					
(D4)	Tender Authority:					
(D5)	Tendering Entity name:					
(D6)	Tender Exchange Rate:		Pula -	EU -	GBP -	

**A. Exempted imported content**

Calculation of imported content										Summary	
Tender Item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per commercial invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Quantity	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
(D19) Total exempt imported value										R.....	
										This total must correspond with Annex C-C21	

**B. Imported directly by the Tenderer**

Calculation of imported content										Summary	
Tender Item no's	Description of imported content	Unit of measure	Overseas supplier	Foreign currency as per commercial invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Quantity	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)
(D32) Total imported value by Tenderer										R.....	



**Annex D (contd.)****C. Imported by a 3rd party and supplied to the Tenderer**

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Calculation of imported content						Summary	
				Foreign currency value as per commercial invoice	Tender rate of exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total imported value by 3rd party											R.....

**D. Other foreign currency payments**

Type of payment	Local supplier making the payment	Overseas beneficiary	Calculation of foreign currency payments	
			Foreign currency value paid	Tender rate of exchange
(D46)	(D47)	(D48)	(D49)	(D50)

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

(D53) Total of imported content &amp; foreign currency payments – (D32), (D45) &amp; (D52) above

Summary of payments
Local value of payments
(D51)
R.....
R.....
This total must correspond with Annex C – C23.

Signature of tenderer from Annex B: .....

Date: .....

**Annex E**

SATS 1286.2011

**Local Content Declaration – Supporting Schedule to Annex C**

(E1)	Tender No.	COM039/2021
(E2)	Tender description:	
(E3)	Designated product(s)	
(E4)	Tender Authority:	
(E5)	Tendering Entity name:	

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
	(E9) Total local products (Goods, Services and Works)		R.....
(E10) [REDACTED]	(Tenderer’s manpower cost)		R.....
(E11) [REDACTED]	(Rental, depreciation & amortisation, utility costs, consumables, etc)		R.....
(E12) [REDACTED]	(Marketing, insurance, financing, interest, etc)		R.....
	(E13) Total local content		R.....
			This total must correspond with Annex C – C24

MBD8

## DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
  - 3.1 abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
  - 3.2 been convicted for fraud or corruption during the past five years;
  - 3.3 willfully neglected, reneged on or failed to comply with any government, municipal or other public-sector contract during the past five years; or
  - 3.4 been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).</p> <p><b>The Database of Restricted Suppliers now resides on the National Treasury’s ebsite (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</b></p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  <b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5.1	If so, furnish particulars:		

**CERTIFICATION**

I, THE UNDERSIGNED (FULL NAME) .....  
**CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION  
 FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,  
 ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION  
 PROVE TO BE FALSE.**

.....

**Signature**

.....

**Position**

.....

**Date**

.....

**Name of Bidder**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

1. This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38(1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - 3.1 take all reasonable steps to prevent such abuse;
  - 3.2 reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - 3.3 cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (MBD9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

## **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

### **TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION OF EXISTING CLUBHOUSE AT ROOIRIVIER**

in response to the invitation for the bid made by:

#### **GEORGE MUNICIPALITY**

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:  
(Name of Bidder)

6. I have read and I understand the contents of this Certificate;
7. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
8. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
9. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
10. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - 10.1 has been requested to submit a bid in response to this bid invitation;
  - 10.2 could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - 10.3 Provides the same goods and services as the bidder and/or is in the same line of business as the bidder.

## MBD9

- 11 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>3</sup> will not be construed as collusive bidding.
- 12 In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - 12.1 prices;
  - 12.2 geographical area where product or service will be rendered (market allocation);
  - 12.3 methods, factors or formulas used to calculate prices;
  - 12.4 the intention or decision to submit or not to submit, a bid;
  - 12.5 the submission of a bid which does not meet the specifications and conditions of the bid; or bidding with the intention not to win the bid.
- 13 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 14 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.
- 15 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

<sup>3</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.

**CERTIFICATE FOR MUNICIPAL SERVICES (COMPULSORY TO COMPLETE)**

Information required in terms of the Supply Chain Management Regulations, Regulation 28 (1) (c).

**Tender Number: COM039 OF 2021**

**Name of the Bidder:** \_\_\_\_\_

**DETAILS OF THE BIDDER/S: Owner / Proprietor / Director(s) / Partner(s), etc:**

Physical Business address of the Bidder	Municipal Account Number(s)

If there is not enough space for all the names, please attach the additional details to the Tender document.

Name of Director / Member / Partner	Identity Number	Physical <b>residential</b> address of Director / Member / Partner	Municipal Account number(s)

I, \_\_\_\_\_, the undersigned,  
(full name in block letters)

certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days.

\_\_\_\_\_  
Signature

THUS DONE AND SIGNED for and on behalf of the Bidder / Contractor

at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 2021

**PLEASE NOTE:**

**MUNICIPAL ACCOUNTS FOR ALL PROPERTIES OWNED BY BIDDER/S MUST BE ATTACHED TO THE TENDER DOCUMENT!**

Even if the requested information is not applicable to the Bidder, the table above should be endorsed **NOT APPLICABLE** with a reason and **THIS DECLARATION MUST STILL BE COMPLETED AND SIGNED.** In the event of leasing, a lease agreement **MUST** be attached to the tender document.



GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER

## Returnable Documents (Part T2)

*(ALL Documents and Schedules MUST BE RETURNED for the  
TENDER to Qualify)*

- |      |  |
|------|--|
| T2.1 | List of Returnable Schedules Required for Tender Evaluation    |
| T2.1 | Returnable Schedules   |
| T2.2 | Other documents that will be incorporated into the contract    |
| T2.3 | Returnable Schedules that will be incorporated in the contract |

### **NOTE:**

Although the documents under Part T2 is headed “Returnable Documents” in line with the CIDB model, these are not the only documents to be returned together with the Tender. **All** the documents indicated on document T1, must be completed and signed where applicable and submitted as a **complete set of documents**.

**GEORGE MUNICIPALITY**

**DIRECTORATE: COMMUNITY SERVICES**

**CONTRACT NUMBER:COM039/2021**

**TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION OF  
EXISTING CLUBHOUSE AT ROOIRIVIER**

## **List of Returnable Schedules Required for Tender Evaluation Purposes (T2.1)**

Form 2.1.1	General Information
Form 2.1.2	Authority for Signatory
Form 2.1.3	Schedule of Work Carried Out by Tenderer
Form 2.1.4	Proposed Key Personnel
Form 2.1.5	Schedule of Infrastructure and Resources
Form 2.1.6	Schedule of Approach and Methodology
Form 2.1.7	Schedule of Proposed Sub-Contractors
Form 2.1.8	Financial References

**FORM 2.1.1 GENERAL INFORMATION**

1. Name of tendering entity: \_\_\_\_\_

1. Contact details

Address : \_\_\_\_\_

Tel no : (\_\_\_\_\_) \_\_\_\_\_

Fax no : (\_\_\_\_\_) \_\_\_\_\_

E-mail address : \_\_\_\_\_

2. Legal entity: Mark with an **X**.

Sole proprietor	
Partnership	
Close corporation	
Company (Pty) Ltd	
Joint venture	

In the case of a Joint venture, provide details on joint venture members:

Joint venture member	Type of entity (as defined above)

3. Income tax reference number: \_\_\_\_\_  
(In the case of a joint venture, provide for all joint venture members)4. Regional services area where the enterprise is registered: \_\_\_\_\_  
(In the case of a joint venture, provide for all joint venture members)5. Regional services levy registration number: \_\_\_\_\_  
(In the case of a joint venture, provide for all joint venture members)

6. VAT registration number: \_\_\_\_\_ (In the case of a joint venture, provide for all joint venture members)
8. Company or closed corporation registration number: \_\_\_\_\_  
(In the case of a joint venture, provide for all joint venture members)
9. Details of proprietor, partners, closed corporation members, or company directors, indicating technical qualifications where applicable (Form on the next page).
10. For joint ventures the following must be attached (**COMPULSORY**):
- Written power of attorney for authorised signatory.
  - **Pro-forma of the joint venture agreement.**  
\* If the Joint Venture Agreement is not attached, the tender will not be considered!

**DETAILS OF PROPRIETOR, PARTNERS, CLOSED CORPORATION MEMBERS OR COMPANY DIRECTORS**

Name and Identity Number	Relevant qualifications and experience	Years of relevant experience

**Name of Tendering Entity :** \_\_\_\_\_

**Signature :** \_\_\_\_\_ **Date :** \_\_\_\_\_

**FORM 2.1.2      AUTHORITY FOR SIGNATORY**

Details of person responsible for Tender process

Name .....

Contact number    (            ) .....

Address of office submitting the Tender .....

Telephone no      (            ) .....

Fax no              (            ) .....

E-mail address .....

Signatories for close corporations and companies shall confirm their authority by attaching to this form a **duly signed and dated original or certified copy** of the relevant resolution of their members or their board of directors, as the case may be.

"By resolution of the board of directors passed on (*date*) .....

Mr. ....

has been duly authorized to sign all documents in connection with the Tender for Contract Number .....and any Contract which may arise there from on behalf of

(BLOCK CAPITALS) .....

SIGNED ON BEHALF OF THE COMPANY .....

IN HIS CAPACITY AS .....

DATE .....

FULL NAMES OF SIGNATORY .....

AS WITNESSES      1. ....

2. ....

**FORM 2.1.3 SCHEDULE OF WORK CARRIED OUT BY TENDERER**

**Previous experience**

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and/or which is similar with regard to type of work. In addition to any requirements, bidders must furnish particulars of:

- a. all consultancy services provided to an organ of state in the last five years;
- b. any similar consultancy services provided to an organ of state in the last five years.

This information is material to the award of the Contract.

Description	Value (R, VAT excluded)	Year(s) executed	Reference		
			Name	Organisati on	Tel no

**Name of Tendering  
Entity:**

**Signature :**

**Date :**

**FORM 2.1.4      PROPOSED KEY PERSONNEL**

The Tenderer shall list below the key personnel (including first nominee and the second-choice alternate), whom he proposes to employ on the project should his Tender be accepted, both at his headquarters and on the Site, to direct and for the execution of the work, together with their qualifications, experience, positions held and their nationalities.

DESIGNATION	NAME OF	NATIONALITY:	SUMMARY OF		HDI Status	Fee (Time Based)
	NOMINEE / ALTERNATE		QUALIFICATIONS AND NQF STATUS	EXPERIENCE AND PRESENT OCCUPATION	Yes/No	
<u>HEADQUARTERS</u> Partner/director						
Project manager						
Other key staff (give designation)						

Name of Tendering Entity :

Signature :

Date :

# Returnable Schedules Required For Tender Evaluation

## Part T2.1

Form 2.1.4 continued ....

DESIGNATION	NAME OF	NATIONALITY:	SUMMARY OF		HDI Status Yes/No	Fee (Time Based)
	NOMINEE ALTERNATE /		QUALIFICAT- IONS AND NQF STATUS	EXPERIENCE AND PRESENT OCCUPATION		
<u>CONSTRUCTION</u> <u>MONITORING</u> Engineer on Site						
Other key staff (give designation)						

Name of Tendering Entity :

Signature :

Date :





**FORM 2.1.5 SCHEDULE OF INFRASTRUCTURE AND RESOURCES**

Provide information on the following:

**Infrastructure and resources available**

Physical facilities

Description	Address	Area (m <sup>2</sup> )

**Equipment**

Provide information on equipment and resources that you have available for this project (attach details if the space provide is not enough):

Description : Equipment owned	Number of units
Description : Computer Hardware	Number of units
Description : Software to be Used	Number of units

**Size of enterprise and current workload**

What was your turnover in the previous financial year?

.....

What is the estimated turnover for your current financial year?

.....

List your current contracts and obligations

Description	Value ®	Start date	Duration	Expected completed date

Do you have the capacity to supply the goods and services described in this Tender, should the contract be awarded to you?

### Staffing Profile

Provide information on the staff that you have available to execute this contract (attach a separate list if the space provided is insufficient)

Permanently employed staff : gender and race	Number of staff
Temporary staff to be employed for the project : gender and race	Number of staff

Name of Tendering Entity :

Signature :

Date :

**FORM 2.1.6 SCHEDULE OF APPROACH AND METHODOLOGY/ WORK PLAN****Understanding the terms of reference / brief**

1. Do you as the contractor understand what is required in terms of the project stated above?

<b>Yes</b>		<b>No</b>	
------------	--	-----------	--

 (Tick Appropriate Block)

2. If you answered Yes to question 1 above, please explain briefly your understanding of the project in no more than 50 words:


3. Considering questions 1 and 2 above, please provide in summary, details of your proposed approach and work plan to the successful completion of the above project.


4. Briefly state if you have any innovative approach for this particular project mentioned above, that you feel will be unique but also economically superior to the normal workable approach at presently undertaken as the norm.


**Name of Tendering Entity :** \_\_\_\_\_

**Signature :** \_\_\_\_\_

**Date :** \_\_\_\_\_

**FORM 2.1.7 SCHEDULE OF PROPOSED SUB-CONTRACTORS**

The Tenderer shall, in accordance with the provisions of condition of Tender, list below the sub-contractors he/she proposes to employ for part(s) of the work.

***If any or all of the sub-contractor/s listed hereunder are not approved subsequent to acceptance of the Tender, it shall in no way invalidate the Tender or the Contract, and the Tendered unit rates for the respective items of work shall remain final and binding even if sub-contractor/s not listed below is approved by the Employer.***

PART OR TYPE OF WORK	PROPOSED SUB-CONTRACTOR	WORK RECENTLY EXECUTED BY SUB-CONTRACTOR

**FORM 2.1.8 FINANCIAL REFERENCES****FINANCIAL STATEMENTS**

I/We agree, if required, to furnish an audited copy of the latest set of financial statements together with my/our Directors' and Auditors' report for consideration by the Employer.

**DETAILS OF TENDERING ENTITY'S BANK**

I/We hereby authorize the Employer/Engineer to approach all or any of the following banks for the purposes of obtaining a financial reference:

DESCRIPTION OF BANK DETAIL	BANK DETAILS APPLICABLE TO TENDERER 'S HEAD OFFICE
Name of bank	
Branch name	
Branch code	
Street address	
Postal address	
Name of manager	
Telephone number	(     )
Fax number	(     )
Account number	

**GEORGE MUNICIPALITY**

**DIRECTORATE: COMMUNITY SERVICES**

**CONTRACT NUMBER:COM039/2021**

**TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER**

## **Other Documents Required For Tender Evaluation Purposes (Part T2.2)**

- |            |   |
|------------|---|
| Form 2.2.1 | Certificate of Tenderer's Attendance at the Compulsory Information Session/Meeting            |
| Form 2.2.2 | Written Proof of Tenderers registration at the Construction Industry Development Board (CIDB) |

**FORM 2.2.1 CERTIFICATE OF TENDERER'S ATTENDANCE AT THE  
COMPULSORY CLARIFICATION MEETING**

This is to certify that I, ..... ,  
representative of (Tenderer) .....  
.....  
of (address) .....  
.....  
.....  
Telephone number .....  
Fax number .....  
attended Clarification Meeting on **20 OCTOBER 2021** in the company  
of (George Municipality / Employer's Representative) .....

**PLEASE NOTE:**

Tenderers are requested to submit the minutes received at above-mentioned compulsory information session/meeting with their Tender documents. (Non-submission of this information may lead to rejection of this Tender)

TENDERER 'S REPRESENTATIVE: .....

GEORGE MUNICIPALITY / EMPLOYER'S REPRESENTATIVE: .....



**FORM 2.2.2 PROOF OF REGISTRATION AT THE CONSTRUCTION INDUSTRY  
DEVELOPMENT BOARD (CIDB)**

The Tenderer is to affix to this page

:

- Written proof of Tenderers registration at the CIDB

GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER

## **Returnable Schedules that will be Incorporated in the Contract (Part T2.2)**

Form 2.2.3

Record of Addenda to Tender Documents

**FORM 2.2.3 RECORD OF ADDENDA TO TENDER DOCUMENTS**

We confirm that the following communications received from the Employer before the submission of this Tender offer, amending the Tender documents, have been taken into account in this Tender offer:

	Date	Title or Details
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attach additional pages if more space is required.

Signed: ..... Date: .....

Name: ..... Position: .....

SIGNED ON BEHALF OF TENDERER: .....

**1. Infrastructure and resources available**

Evaluation of the following in terms of the size, nature and complexity of goods and/or services required:

- Physical facilities
- Infrastructure and resources available for the contract owned by the Tenderer
- Infrastructure and resources the Tenderer intends renting, should the contract be awarded to him.

**2. Size of enterprise, and current workload**

Evaluation of the Tenderer's position in terms of:

- Previous and expected current annual turnover
- Current contractual obligations
- Capacity to execute the contract

**3. Staffing profile**

Evaluation of the Tenderer's position in terms of:

- Staff available for this contract being Tendered for
- Qualifications and experience of key staff to be utilized on this contract.

**4. Previous experience**

Evaluation of the Tenderer's position in terms of his previous experience. Emphasis will be placed on the following:

- Experience in the relevant technical field
- Experience of contracts of similar size
- Some or all of the references will be contacted to obtain their input.

**5. Financial ability to execute the contract**

Evaluation of the Tenderer's financial ability to execute the contract. Emphasis will be placed on the following:

- Professional indemnity
- Contact the Tenderer's bank manager to assess the Tenderer's financial ability to execute the contract and the Tenderer hereby grants his consent for this purpose.

If the Tender does **not** meet the requirements contained in the George Municipality Procurement Policy, and the mentioned framework, it will be rejected by the Council, and may not subsequently be made acceptable by correction or withdrawal of the non-conforming deviation or reservation.

**6. Penalties**

The George Municipality will if upon investigation it is found that a preference in terms of the Act and these regulations has been obtained on a fraudulent basis, or any specified goals are not attained in the performance of the contract, on discretion of the Departmental Head, one or more of the following penalties will be imposed:

- Cancel the contract and recover all losses or damages incurred or sustained from the Tenderer.
- Impose a financial penalty of twice the theoretical financial preference associated with the claim, which was made in the Tender.
- Restrict the Tenderer, its shareholders and directors on obtaining any business from the George Municipality for a period of 5 years.

**Good standing with SA Revenue Services**

Attach a valid **original tax clearance certificate** to the **second page of your Tender document**.

**PLEASE NOTE:** In case of a **Joint Venture**, the valid **original tax clearance certificate/s of all the partners in the Joint Venture**, must be **submitted** with the Tender document.

ONLY THE VALID ORIGINAL TAX CLEARANCE  
CERTIFICATE/S FROM SARS WILL BE ACCEPTED, CERTIFYING THAT THE  
TAXES OF THAT PERSON TO BE IN ORDER, OR THAT SUITABLE  
ARRANGEMENTS HAVE BEEN MADE WITH SARS.

**Compliance with Employment Equity Act 55 of 1998**

Attach a valid certificate from the Department of Labour, or a declaration (Refer to Equity Ownership Table) by the designated EMPLOYER, that the EMPLOYER complies with the relevant chapters of the Employment Equity Act.

A failure to comply with the above is sufficient ground for rejection of any offer to conclude an agreement or for cancellation of the agreement.

**Definitions in terms of the last mentioned Act.**

**“designated EMPLOYER** means-

- a) a EMPLOYER who employs 50 or more employees;
- b) a EMPLOYER who employees fewer than 50 employees, but has a total annual turnover that is equal to or above the applicable annual turnover of a small business in terms of Schedule 4 to this Act.”

**“Schedule 4”****TURNOVER THRESHOLD APPLICABLE TO DESIGNATED EMPLOYERS**

<b>Sector or sub sector in accordance with the Standard Industrial Classification</b>	<b>Total annual turnover</b>
Agriculture	R 2,00 m
Mining and Quarrying	R 7,50 m
Manufacturing	R 10,00 m
Electricity, Gas and Water	R 10,00 m
Construction	R 5,00 m
Retail and Motor Trade and Repair Services	R 15,00 m
Wholesale Trade, Commercial Agents and Allied Services	R 25,00 m
Catering, Accommodation and other Trade	R 5,00 m
Transport, Storage and Communications	R 10,00 m
Finance and Business Services	R 10,00 m
Community, Social and Personal Services	R 5,00 m

GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER

## **The Contract (Part C)**

Part C1	Agreement and Contract Data
Part C2	Pricing Data
Part C3	Scope of Works

GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER

## Agreement And Contract Data (Part C1)

Part C1.1	Form of Offer and Acceptance
Part C1.2	Contract Data
Part C1.3	Objections and Complainants Form
Part C1.4	Form of Professional Indemnity Insurance / Form of Guarantee

## GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

**TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER****Form of Offer and Acceptance (Part C1.1)  
(AGREEMENT)****OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of:

**APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION OF EXISTING  
CLUBHOUSE AT ROOIRIVIER**

The Tenderer, identified in the Offer signature block below, has examined the documents listed in the Tender Data and addenda thereto as listed in the Tender schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorised, signing this apart of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

**THE OFFERED TOTAL (INCLUDING VAT) IS:**

.....

.....rand (in words); R ..... (in figures),

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Service Provider in the Conditions of Contract identified in the Contract Data.

Signature(s) \_\_\_\_\_

Name(s) \_\_\_\_\_

Capacity \_\_\_\_\_

(Name and address of organisation)



**ACCEPTANCE**

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Tenderer's Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the, Conditions of Contract identified in the Contract Data. Acceptance of the Tenderer's Offer shall form an agreement, between the Employer and the Tenderer upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the contract are contained in

Part C1 Agreements and Contract Data, (which includes this Form of Offer and Acceptance)  
Part C2 Pricing Data  
Part C3 Scope of Work

and drawings and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

The Tenderer shall within two weeks after receiving a completed copy of this Agreement, contact the Employer's representative (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the, Conditions of Contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the Tenderer (now Contractor) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding contract between the parties.

Signature

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Name

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Capacity

**DIRECTOR: COMMUNITY SERVICES**

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the Tender documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

**FOR THE TENDERER:**

Signature(s)

Name(s)

Capacity

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(Name and address of organisation)

**FOR THE EMPLOYER:**

Signature

Name

Capacity

**DIRECTOR: COMMUNITY SERVICES**

## GEORGE MUNICIPALITY

## DIRECTORATE: COMMUNITY SERVICES

## CONTRACT NUMBER: COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER**Contract Data (Part C1.2)****CONDITIONS OF CONTRACT**

The **Standard Professional Services Contract (Second Edition, September 2005)** published by the Construction Industry Development Board, are applicable to this.

Copies of these Conditions of Contract may be obtained from the Construction Industry Development Board's website [www.cidb.org.za](http://www.cidb.org.za).

**PART 1: DATA PROVIDED BY THE EMPLOYER**

The following contract specific data are applicable to this Contract:

Clause 1	The Employer is the George Municipality.	
3.4 and 3.5	The Authorised and Designated representative of the Employer is:	
	Name: Mr Riaan Swart	
	The Employer's address for receipt of communications is:	
	Physical address: York Street George, 6530	Postal address: George Municipality PO Box 19 George, 6530
	Telephone: (044) 801 9488 E-mail: <a href="mailto:rswart@george.gov.za">rswart@george.gov.za</a>	
	The Project is for the appointment of a contractor for the appointment of a contractor for the restoration of existing clubhouse at rooirivier	
3.6	The Service Provider may release public or media statements or publish material related to the Services or Project subject to the approval of the Employer.	
3.7	The Services Provision shall be completed for the portions as set out in the Scope of Works.	
5.1.1 and 5.1.2	The Service Provider is required to provide the Service with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards. Where services include the powers to certify, decide or otherwise exercise discretion in regard to a contractor agreement between the Employer and others then the Service provider shall act in respect of that contract/agreement as an independent	
5.4.1	The Service Provider is required to provided the following insurances:	
	1. Insurance against	
	Cover is:	
	Period of cover:	

Clause 1	The Employer is the George Municipality.
	Deductibles are: <b>10% RETENTION</b>
5.5	The Service Provider is required to obtain the Employer's prior approval in writing before taking any of the following actions: 1. Appointing Sub-Contractors for the performance of any part of the Services.
Additional Clause to be added 7.3	The Employer will not be responsible for any overtime worked by or overtime payments made to personnel, or any additional costs not specified in the tender submitted by the Tenderer.
9.1	Copyright of documents prepared for the Project shall be vested with George Municipality.
12.1	Settlement of disputes is to be in terms of Clause 49 and 50 of the Supply Chain Management Policy of the George Municipality. See Document C1.3.
14	Where not specifically indicated, all tendered prices, rates, tariffs, fees, etcetera are to include 15% VAT.

**PART 2: DATA PROVIDED BY THE SERVICE PROVIDER**

Clause		
5.1	The Service Provider is:	
5.3	The authorized and designated representative of the Service Provider is:	
	Name:	
	The Service Provider's address for receipt of communications is	
	Physical address:	Postal address:
	Telephone:	
	Fax:	
	E-mail:	

GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

**TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER**

## **Objections and Complainants Form (Part C1.3)**

(Section 1.11.15 of the George Municipality's Supply Chain Management Policy)

**(1) Details of Objector/Complainant**

Name: \_\_\_\_\_

Address: (postal and street): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact person: \_\_\_\_\_

Reference number of Tender : \_\_\_\_\_

**Other Party's Details (If any)**

Name: \_\_\_\_\_

Address: (postal and street): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact person: \_\_\_\_\_

Reference number of Tender: \_\_\_\_\_

Description of Issue[s] in Dispute

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List of Documents Attached

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Determination Sought in Respect of Objection or Complaint

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Form submitted by:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_

GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER

**Form of Professional Indemnity Insurance OR  
FORM OF GUARANTEE??  
(Part C1.4)**

The Tenderer must affix proof of Professional Indemnity Insurance to this page.

N/A

GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER

## **Pricing Data (Part C 2)**

C2.1 Pricing Instructions

C2.2 Pricing Schedule / Schedule of Activities



**GEORGE MUNICIPALITY**

**DIRECTORATE: COMMUNITY SERVICES**

**CONTRACT NUMBER:COM039/2021**

**TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER**

## **Pricing Instructions (Part C2.1)**

### **C2.1 PRICING INSTRUCTIONS**

1. Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.
2. Show VAT payable by the employer separately as an addition to the tendered total of the prices.
3. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.
4. State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

## GEORGE MUNICIPALITY

DIRECTORATE: COMMUNITY SERVICES

CONTRACT NUMBER:COM039/2021

TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER**Pricing Schedule / Schedule of Activities (C2.2)**

## ROOIRIVIER CLUBHOUSE RESTORATION OF EXISTING BUILDING

NO	DESCRIPTION	UNIT	UNIT RATE	EST. QTY	TOTAL RATES
1	Remove rubble	Item	R	1	R
2	Break down and rebuild 110mm brick wall	m <sup>2</sup>	R	8	R
3	Remove and rebuild top 3 courses of brickwork	m <sup>2</sup>	R	38	R
4	Replace roof complete with covering & roof tiles	m <sup>2</sup>	R	332	R
6	Replace fascias and gutters including paint finishes	m	R	82	R
7	Replace downpipes	m	R	24	R
8	Replace bargeboard including paint finishes	m	R	10	R
9	Clean external facebrick walls	m <sup>2</sup>	R	174	R
10	Replace individual facebrick	Item	R	1	R
11	Remove and replace screed and floor tiles	m <sup>2</sup>	R	332	R
12	Remove and replace plaster and internal wall tiles	m <sup>2</sup>	R	89	R
13	Hack off and replaster (10%)	m <sup>2</sup>	R	50	R
14	Plaster existing facebrick walls	m <sup>2</sup>	R	165	R
15	Repair plaster and brickwork cracks	m	R	30	R
16	Replace internal ceilings and paint finishes	m <sup>2</sup>	R	332	R
17	Replace external ceiling (verandah) and finishes	m <sup>2</sup>	R	65	R
18	Replace internal single door and frame complete	No	R	11	R
19	Replace aluminium external single door complete	No	R	1	R
20	Replace aluminium external double door complete	No	R	1	R
21	Burglar Proofing Security External Single Doors	No	R	1	R
22	Burglar Proofing Security External Double Doors	No	R	1	R
23	Burglar Proofing Security Cages Small	NO	R	36	R
24	Burglar Proofing Security Cages Large	No	R	4	R

**Pricing Schedule / Schedule of Activities**

**Part C2.2**

<b>NO</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>UNIT RATE</b>	<b>EST. QTY</b>	<b>TOTAL RATES</b>
25	Replace small alumimium window complete	No	R	36	R
26	Replace large alumimium window complete	No	R	4	R
27	Replace counter top and finishes	m	R	13	R
26	Replace sink cupboard	No	R	1	R
27	Replace sanitary fitting complete including plumbing	No	R	17	R
28	Clean and paint internal walls	m <sup>2</sup>	R	251	R
29	Clean and paint externally (general)	m <sup>2</sup>	R	100	R
30	Reinstate electrical installation	Item	R	1	R
31	Reinstate alarm installation	Item	R	1	R
32	General Cleanup	Item	R	1	R
				<b>Subtotal</b>	R
				<b>Preliminaries</b>	R
				<b>Subtotal</b>	R
				<b>Contingency</b>	R
				<b>Subtotal</b>	R
				<b>Value Added Tax 15%</b>	R
				<b>GRAND TOTAL</b>	R

## GEORGE MUNICIPALITY

### Directorate Of Environmental Affairs

#### ROOIRIVIER CLUBHOUSE

#### ROOIRIVIER CLUBHOUSE UPGRADING OF EXISTING BUILDING

**Area** : Rooirivier

**Description** : Proposed Restoration & Upgrading of Structure: Maintenance & Upgrading

#### SPECIFICATION

Any deviation from the specifications or minimum standards must be approved by the Director: **Environmental Affairs**, George Municipality, prior to any work being done.

#### SITE PREPERATION

The contractor to supply all material needed, which must be SABS approved. Furthermore, the contractor to follow the National Building Regulations and ensure that all new work to match existing.

Building Plan attached as **Annexure B**.

#### SCOPE OF WORK

The contractor to must remove rubble before restoring an estimated 331m<sup>2</sup> of the Rooirivier Clubhouse that has existing Face Bricks that must be restore followed with internal Plaster with a Paint finish. Note colours to be decided on site.

#### HEALTH AND SAFETY

The appointed contractor must submit a health and safety plan from a registered Health & Safety Practitioner. The cost for the health and safety plan must be included in the quoted amount and will not be paid as a separate cost.

Please note that it will only be required of the successful contractor to provide and OHS Plan, within 14 days after final award, based on the provided and applicable OHS Specifications attached as Annexure A to this bidding document.

OHS Plan will then be sent for approval by Council's appointed OHS Agent before award can be finalized.

#### COVID 19: HEALTH AND SAFETY MEASURES

It is compulsory that the appointed contractor submit Health and Safety specifications with regards to COVID 19 Health and Safety Measures together with the Health and Safety plan from a registered Health and Safety Practitioner.

## TENDER SPECIFICATIONS

GENERAL NOTES AND SPECIFICATIONS FOR ROOIRIVIER CLUBHOUSE	
<b>RUBBLE REMOVAL</b>	The service provider / contractor must remove all rubble, bushes & debris using the appropriate tools and machinery eg: JCB, Tipper Trucks ect.
<b>FLOOR</b>	Contractor must remove all the tiles and screed on the estimated 330m <sup>2</sup> floor replace with a 25mm screed. The newly screed 330m <sup>2</sup> floor surface to be cleaned and prepared to receive 15-20mm tile adhesive, Supply and install floor tiles 350 x 350mm ceramic non slip floor tiles including new 70 mm wide tile skirting edge and tiles to be placed as per the manufacturer except for the male & female change rooms that to receive industrial rubber in clip tiles and not ceramic.
<b>WALLS EXTERNAL</b>	<p>The external face brick walls must be cleaned with soapy water and ensure to use a stiff-bristled brush scrub, followed with Face brick Dressing Clear varnish two (2) coats.</p> <p>The isolated, cracked, splintered and crumbled brick must be replaced as per existing face bricks. The loose to three brick courses of the walls as indicated on attached plan must be removed and rebuilt as per existing face bricks.</p>
<b>WALLS INTERNAL</b>	<p>All internal plastered walls have soot and minor cracks, must be cleaned using chlorine bleach solution mix with water by making use of stiff-bristled brush scrub the mould areas then rinse the wall thoroughly and dry. Once the wall has been dry out the contractor is required to apply a Breakthrough for mould resistant, paint the internal walls with paint equivalent to Plascon water-based enamel paint for interior use 3 coats.</p> <p>All internal face brick walls must receive a 12mm plaster and finish with Plascon / Equivalent paint for internal use three (3) coats. The 1m high 110mm supporting counter wall must be demolished and rebuilt. The loose top three brick courses of the internal gable walls must be removed and rebuilt as per</p>

	<p>attached plan.</p> <p>All damaged plaster eg; door reveals, ladies / men showers ect: the existing plaster must be removed and thereafter it must receive 12mm plaster and finish with Plascon / Equivalent paint for internal use three (3) coats.</p>
<b>WINDOWS</b>	<p>The thirty-six (36) concrete “winblocks” must receive thirty-six (36) Top-Hung Aluminium Windows. Furthermore, the four (4) big window openings must receive four (4) Top-Hung Aluminium Windows.</p> <p><b>Window Sizes</b></p> <p>As per plan</p>
<b>DOORS INTERNAL &amp; EXTERNAL</b>	<p>Contractor must supply and install one (1) new external single aluminium door with frame, one (1) new external double aluminium door with frame, two (2) new meranti hardwood external doors with frames and eleven (11) new internal meranti / equivalent hollow core doors with door frames with the required ironmongery SABS approved (locks, hinges, handles &amp; bolts).</p> <p>Newly fitted external and internal wooden doors to receive varnish for wood three (3) coats before installation.</p> <p><b>Note: The new exterior doors must receive purpose made security gates and new windows must receive purposes made security cages / screens</b></p>
<b>CEILING</b>	<p>Supply and install ceiling to the newly fitted roof and verandah according to manufactures specifications new nutec / equivalent (2400 – 3000 x 900 x 4 mm) plain ceiling boards, fix with all necessary fixing accessories, an H-profile steel jointing strip including 28x28 branderings, fasteners galvanized serrated ceiling nails (2,5 x 32 mm), cornice plain (nu-doric) (127 x 3000mm) and seal with nu-cornice adhesive. On ceiling 130mm thick glass wool insulation must be installed and laid according to manufactures specifications. A minimum of 3 ceiling paint coats must be applied on the new ceiling boards and cornice.</p>
<b>ROOF</b>	<p>The entire roof covering must be removed except for the a portion of the roof covering at the man's dressing room followed with the supply and install of a 332m<sup>2</sup> Roof Construction that must be engineered designed cement tiles on SA Pine Purlins on Trusses to match existing by gang nail or equal approved. (Tied with existing wall galvanized truss</p>

	<p>hangers) with fibre cement / equivalent gutters, fascias and downpipes including bargeboards with paint finish two (2) coats as per plan.</p> <p><b>Note: Contractor to supply a Roof certificate.</b></p>
<b>VERANDAH</b>	<p>The contractor to erect an estimated 65m<sup>2</sup> verandah using a Cromadek finish IBR / Zinalume or equivalent roof sheeting, thickness 0.50mm ISQ550 G550 sheeting, fall as per plan and specifications.</p> <p>Color bond 0.5mm Zinalume headwall flashing and cover flashing to be supplied and installed to prevent the passage of water into a structure from a joint or as part of a weather resistant barrier systems.</p> <p>Wood purlins are to be used and well-spaced (maximum 1.55m) to allow a good support for the roof sheeting. Purlins to rest on steel rafters and 100 diameter, post footing to be 500mmx500mmx600 mass concrete base with 75x75x3SHS steel column. Stainless steel beam and beam to post connectors to be used in all connections. Nails side laps along rafters with aluminum screws, shank nails with neoprene washers attached and seal with clear mastic. Fasting brackets to be use on overlapping IBR roof sheeting, with aluminum / plastic gutters and downpipes as per plan.</p>
<b>KITCHEN</b>	<p>Contractor must install new build in kitchen skim cupboards, with new discharge waste fittings, supply and install new kitchen double sink and aspire basin mixer chrome stainless steel, melamine panels with granite countertops (30mm natural stone top), melamine doors with 2mm matching PVC edge, stainless steel ECO 0mm hinges to be used.</p> <p>Contractor must supply and install new splash back ceramic wall tiles, similar to the new floor tiles.</p> <p>Kitchen Layout Plan attached as <b>Annexure C</b>.</p>
<b>MEN CHANGING ROOMS, TOILETS &amp; SANITARYWARE</b>	<p>Contractor must supply and install 100L pressure geyser with all necessary valves and fittings. Furthermore, ccontractor must remove one exiting (1) urinal and supply and install with all necessary fittings also the two (2) existing basins, toilet pots and cisterns including discharge pipe and all fittings, supply and install new ceramic toilet sets. The four (4)) old existing showers must be completely removed and supply and install four (4) new showers using the old shower discharge points and close off with Clyde shower door. Put new Stainless-steel chrome shower mixer with shower brackets, single towel rail,</p>

	<p>soap dish and holder, robe hook and tumbler with holder for each shower, and a bathroom mirror single cabinet (600mm x 300mm 100mm). Ensure that the toilet has a working stop valve; the basin must receive new chrome plated taps.</p> <p>Contractor must remove existing wall tiles, supply and install new ceramic wall tiles similar to the new floor tiles, <b>the floors to receive industrial rubber in clip tiles and not ceramic as specified at item "Floors"</b>.</p> <p>Make good wall areas before handover</p>
<b>WOMEN CHANGING ROOMS, TOILETS &amp; SANITARYWARE</b>	<p>Contractor must supply and install 100L pressure geyser with all necessary valves and fittings. Furthermore, contractor must remove the two (2) existing basins, toilet pots and cisterns including discharge pipe and all fittings, supply and install new ceramic toilet sets. The four (4) old existing showers must be completely removed and supply and install four (4) new showers using the old shower discharge points and close off with Clyde shower door. Put new Stainless-steel chrome shower mixer with shower brackets, single towel rail, soap dish and holder, robe hook and tumbler with holder for each shower, and a bathroom mirror single cabinet (600mm x 300mm 100mm). Ensure that the toilet has a working stop valve; the basin must receive new chrome plated taps.</p> <p>Contractor must remove existing wall tiles, supply and install new ceramic wall tiles similar to the new floor tiles, receive industrial rubber in clip tiles and not ceramic <b>and not ceramic as specified at item "Floors"</b>.</p> <p>Make good wall areas before handover</p>
<b>ELECTRICITY &amp; SECURITY LIGHTS</b>	<p>Supply and install new Distribution board with all necessary fittings, fifteen (15) Fluorescent lights, five (5) heavy duty ceiling lights and switches and ten (10) Wall double plugs with all fittings to be identified on site. The contractor to install 6 x 20w LED flood light (Majoritech ELF20CW) on the outside walls and fitted with a Galvanized ant-theft mesh cover over flood light.</p> <p><b>Note: Contractor to supply COC.</b></p>
<b>MUNICIPAL SERVICES CONNECTION</b>	<p>The existing plumbing fittings must be investigated and repaired where unrepairable to be fitted with new</p> <p>Newly installed plumbing to be connected to existing on-site water &amp; sewer reticulation.</p>



<b>BURGLAR PROOFING</b>	<p><b>The new exterior doors must receive purpose made security gates and new windows must receive purposes made security cages / screens with the following specifications.</b></p> <p>Contractors must measure all openings to confirm size as George Municipality will not be held liable for incorrect measurements. All gates and cages / screens to be hot dip galvanized steel</p> <p>All Gates to have three (3) padlock position (top, centre / middle) per gate and must receive top &amp; bottom barrel bolts, contractor must ensure that the barrel bolts are lockable and must also provide the padlocks. The appointed contractor will provide padlocks for each locking point on the security gates and the padlocks for each gate / opening must be keyed-a-like</p> <p><i>The gate must be able to open 180 degrees or flat against a wall.</i></p> <p>Contractor must allow for cabin hooks for the gate.</p> <p>Fixing of the gate or security cages / screens, contractor to make use of 75mm x 10mm snap-off security screws, where possible contractor must weld the screws onto the base plate or hinges. The entire screws must be welded, contractor will sand down the welded area to a smooth finish, apply primer and allow drying, and then applying at least two (2) coats of a silver (similar colour to Galvanised Steel) rust preventative spray to the welded area.</p> <p><b>Security cages or screens for the windows to conform to the following:</b></p> <ul style="list-style-type: none"> <li>• Frames – 30mm x 3mm angle iron</li> <li>• Infill mesh – 320 G Razhead Wire</li> <li>• Sizes – each window must be measured on site, cages must extend from above the window opening to below the window sill. Cages must be a minimum of 350mm deep.</li> <li>• Cages large than 600mm x 600mm must have two (2) bars spaced equidistant from each other.</li> <li>• Cages to be fixed to the wall surfaces with no opening between the cages and the wall with a minimum of eight (8) 75mm x 10mm snap off security screws to be welded once screen is secured to the wall.</li> </ul>
<b>SOIL TESTS</b>	Not applicable

**As per Bill Of Qauntities**

**GENERAL REQUIREMENTS**

- Contractor to check all levels and measurements on documentation and on site before submitting tender document and to report any discrepancies.

- Progress payments will be made at regular intervals according to progress. The finalising of what stage these progress payments will be determined before the signing of the contract. 10% retention will be deducted from each progress payment which will be held for a period of three months after date of final handover. There will be no allowance made for advance payments.
- The above contract will include penalties of 0.1% of the total contract value for every day over the completion date, which will be finalised before the signing of the contract. There will be allowance for certain delays such as inclement weather and public holidays.
- No variation orders for any extras will be considered without the prior approval in writing from the George Municipality.

## **NOTES**

### **Site Works**

All building operations are to be confined within the property boundaries.

Contractor to ensure that the building site is properly secured with controlled access to and from the building site.

Contractor to check all documentation, working drawings, measurements and levels before any construction is commenced with, and to report any discrepancies.

Contractor to allow for the securing of the building site. Contractor is to supply and erect an adequate 1.8m high perimeter fence around the building site for both safety and security reasons – so as to prevent the access of any unauthorized persons on the site. Contractor will be responsible for the upkeep and maintenance of the above security fence during the project period.

Contractor will be held responsible for the provision of required safety and access signage to all accesses to building site.

Contractor to provide site office along with adequate lockable storage and toilet facilities for all staff. Contractor to liaise with municipality as to where to place site office, site toilets and building material and rubble so as not to interfere with the movement of traffic.

All building materials are to be stored on the building site and within the fenced area.

Contractor will be held liable for any damages to municipal property, directly or indirectly, as a result of the construction process, delivery of materials or as a result of damages caused by any labour or sub-contractors employed by the contractor.

### **Local Labour**

Contractor to make use of labour intensive methods as far as possible.

### **Health & Safety**

The appointed contractor must submit a health and safety plan from a registered Health & Safety Practitioner. The cost for the health and safety plan must be included in the quoted amount and will not be paid as a separate cost.

Workforce will have to wear personal protective clothing, i.e. overalls, safety boots, safety eyewear, hard hats, protective gloves and reflective vests.

Site area must be demarcated to restrict access for individuals or any animals from the surrounding area. If necessary, safety cones and construction signs will have to be placed on the fence / screen and in the road to make oncoming traffic aware of the construction taking place.

**GEORGE MUNICIPALITY**

**DIRECTORATE: COMMUNITY SERVICES**

**CONTRACT NUMBER:COM039/2021**

**TENDER FOR THE APPOINTMENT OF A CONTRACTOR FOR THE RESTORATION  
OF EXISTING CLUBHOUSE AT ROOIRIVIER**

## **Health and Safety Specification (C4)**

**ATTACHED AS ANNEXURE A**