



THE APPOINTMENT OF A CREDIT RISK SPECIALIST TO CONDUCT DETAILED CREDIT ASSESSMENT AND FORM OPINION ON OBLIGORS IN TERMS OF LOAN APPLICATIONS AS WELL AS POST INVESTMENT PERFORMANCE OF LOANS TO SUPPORT THE GAUTENG PARTNERSHIP FUND'S MANDATE OF FACILITATING SOCIAL AND AFFORDABLE HOUSING DEVELOPMENT AND STUDENT ACCOMMODATION IN GAUTENG FOR THREE (3) YEAR.

EXTENSION GPFQ737A CLOSING DATE AND TIME: 16 OCTOBER 2026 @ 11:00am

All quotations are to be submitted to the following email address

- E-MAIL: quotations@gpf.org.za

FOR TECHNICAL ENQUIRIES: on shiraazl@gpf.org.za

FOR SUPPLY CHAIN ENQUIRIES: Ms Mandudu Legodi on 072 123 6634 /

mandudul@gpf.org.za

Description	Amount (VAT Inclusive)
The appointment of a credit risk specialist to conduct detailed credit assessment and form opinion on obligors in terms of loan applications as well as post investment performance of loans to support the Gauteng Partnership Fund's mandate of facilitating social and affordable housing development and student accommodation in Gauteng for three (3) year NB: A detailed specification is attached to the Terms of Reference (TOR) – Annexure A	

NB: All submissions must be accompanied by the following duly completed and signed documents:

Board of Trustees: Craig Cornish (Chairperson) | Maseapo Kganedi (Deputy Chairperson) | Mpho Hlahla | Rethabile Kikine | Solomuzi Mabuza | Leon Marincowitz | Gilberto Martins | Nangamso Matebese | Lita Mbokotho | Busi Mhaga | Ezra Ndwandwe | Gugu Phakathi | Sochayile Khanyile

Lindiwe Kwele (Chief Executive Officer) | Thandi Kuzwayo (Acting Company Secretary)

TE Number 930002158 030 / 030671-NPO
Registered as Gauteng Partnership Trust IT 2422/02. Trading as Gauteng Partnership Fund (GPF)

82 Grayston Drive Sandton 2196
011 685 6600 www.gpf.org.za

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- **TAX COMPLIANCE STATUS PIN**
- **Compliant BBBEE Certificate / Sworn Affidavit**
- **Proof of Central Supplier Database number (MAAA)**
- **Standard Bidding Document (SBD) 4- declaration of interest (Failure to submit the disclosure form will result in disqualification)**
- **Standard Bidding Document (SBD) 6.1**
- **The quotation should be on the company letterhead.**
- **Proof of banking details**

NB! Forms must be fully completed and signed.

GPF reserves the right to cancel the RQF/Appointment at its sole discretion and that payment can be withheld if in its opinion the quality of the service does meet the minimum requirements. The RFQ validity period is 90 days.

NB: Late submissions will not be considered.

NB: GPF will only accept submissions from service providers that are invited.

NB: BIDDERS ARE ADVISED TO TAKE INTO ACCOUNT ALL OTHER COSTS WHEN PRICING THEIR PROPOSALS, AND NO PRICE CHANGE WILL BE ENTERTAINED AFTER THE AWARD.

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RFQ NO:	GPFQ737A
CLOSING DATE:	16 OCTOBER 2026
TIME:	11H00 AM
SUBMISSION EMAIL:	quotations@gpf.org.za

1. INTRODUCTION

The Gauteng Partnership Fund (GPF) is a Schedule 3C public entity that was founded in 2002 as a Trust under the Trust Properties Control Act 57 (1988). The main objective of the GPF was to leverage private sector funding to accelerate the delivery of affordable housing. There has been a shift in emphasis from social and affordable housing to the full spectrum of human settlements; in particular, the role GPF needs to play as a financing vehicle and an implementing agent for integrated, sustainable human settlements.

2. BACKGROUND

The Credit Risk Specialist is responsible for assessing, analysing, and recommending funding applications to support the Gauteng Partnership Fund's mandate of facilitating affordable housing development in Gauteng. The role involves evaluating credit risk, conducting financial analysis, and ensuring that all investment decisions are aligned with GPF's developmental objectives and risk appetite.

3. DESCRIPTION OF RFQ

Proposals are being sought from service providers which will be responsible for assessing, analysing, and recommending funding applications to support the Gauteng Partnership Fund's mandate of facilitating affordable housing development in Gauteng. The role involves evaluating credit risk, and development impact, conducting financial analysis, and ensuring that all investment decisions are aligned with GPF's developmental objectives and risk appetite.

4. SCOPE OF WORK

4.1. Credit Risk Analysis & Assessment

- Establishing an appropriate credit risk environment within GPF.
- Develop an appropriate credit risk administration, measurement and monitoring processes for GPF
- Design adequate controls on credit risk management for GPF for pre- investment and post- investment (portfolio management).
- Design a comprehensive credit risk management program to address all areas related to loan credit risk assessment and loan cycle.
- Conduct detailed credit risk assessments on loan applications of prospective borrowers, including property developers, project sponsors, and counterparties.

- Conduct detailed credit risk assessments on performance of existing loans.
- Assess and analyse financial statements, cash flow forecasts, repayment capacity, project feasibility studies, funding structures, leverage, liquidity, and overall creditworthiness of clients and projects.
- Identify, quantify, and mitigate key credit risks associated with each transaction.
- Set credit risk appetite and tolerance levels for GPF and recommend a risk-adjusted credit risk thresholds to maximise return by maintaining credit risk exposures within the acceptable parameters.
- Set credit limits per obligor, and ensure limits are set in considering credit capital utilisation, credit rating and LGD (Loss Given Default).
- Set credit limits per sector and region and ensure limits are set in considering geographical location, balance sheet lending and project finance.
- Set strategy for identification of target markets and the overall characteristics that the entity would want to achieve in its credit portfolio, including levels of diversification and concentration and tolerances on credit risk exposure.
- Establish credit risk strategy to give emphasis and recognition to the goals of credit quality, earnings and continuity in growth.
- Conduct analysis of Expected Credit Loss (ECL).
- Conduct detailed due diligence on borrowers, business models, management capability, industry outlook, and project viability.
- Review and update the Credit Risk Management Policy and ensure the policy addresses areas as target markets, portfolio mix, pricing, the structure of limits, exception processing/ reporting, etc
- Develop credit risk management Standard Operating Procedures (SOP) that maintains and ensure a sound credit-granting standards, credit monitoring controls, proper evaluation of new business opportunities, and identifying and administering of non-performing loans.
- Develop a strategy that will assist the entity to be able to identify, measure, monitor and control credit risk as well as to determine the adequate capital against these risks and that they are adequately compensated for.

- Prepare comprehensive credit risk reports and recommendations for internal approval committees.

4.2. Validate/review Financial Modelling and Due Diligence

- Build and review financial models to test assumptions, repayment ability, stress scenarios, and sustainability of the transaction.
- Validate financial models for property development and infrastructure projects.
- Review all aspects of the due diligence process.
- Confirm project viability, funding gaps, and return profiles.
- Validate sensitivity and scenario analysis to assess project resilience.
- Assess and review risk and mitigating measures.

4.3. Deal Support

- Prepare credit papers or appraisal reports for internal committees, summarising strengths, weaknesses, risks, mitigants, and recommendations.
- Ensure that deal structures appropriately mitigate risk while meeting developmental objectives.
- Review term sheets and legal agreements to ensure all additional criteria are included from a credit perspective.

4.4. Portfolio Monitoring and Reporting

- Track existing exposures, review covenant compliance, monitor financial performance, identify early warning signs, and support remedial actions when needed.
- Review borrower compliance with loan covenants and funding conditions.
- Design credit risk appetite and tolerance levels including the following but not limited to credit limits by obligor, sector, and region. Single Obligor - limits are set considering credit capital utilisation, balance sheet lending, project finance lending, credit rating and LGD (Loss Given Default). Sector limits are set considering municipal area

4.5. Stakeholder Engagement

- Engage with internal teams, including Investment, Legal, Risk, ESG, and Finance divisions to gather information and support sound credit decisions.

4.6. Compliance and Governance

- Ensure all transactions comply with GPF policies, credit risk frameworks, and regulatory requirements.
- Maintain accurate documentation and audit trails for all credit assessments.

4.7. Reporting and Recommendations

- Provide clear, evidence-based recommendations on whether to approve, decline, restructure, or monitor a facility more closely.

5. Directorate

5.1 Investment & Development & Credit Risk & Portfolio Units

6. Supplier Compulsory Briefing

- 6.1. There will be a compulsory supplier briefing session that will be held on Microsoft Teams and a link to the session will be shared on the bid document. Failure to attend the compulsory briefing session will result to disqualification.

7. Evaluation Criteria

- 7.1 The Bid will be evaluated based on the following:

7.1.1. Mandatory Criteria

7.1.2. Functionality requirements

7.1.3. Administration Compliance

7.1.4. Price and Preference Points System Evaluation

- 7.2 The bidder must comply with the Mandatory requirements to be considered for functional criteria. Non-compliance with Mandatory requirements leads to disqualification.

Mandatory Requirements

Mandatory Requirements		Attach each letter under the relevant Annexure as stated below and clearly marked Annexure A and Annexure B	Comply	Do not comply
No				
1.	Minimum 3 years' experience in credit analysis & investment analysis for housing development finance. Signed letter of reference must not be older than 2 years. The letter must have contactable details, dated and be signed off by the client on the client's official letter head.	Annexure A		
2.	SBD 4 (Bidder's Disclosure) Declaration must be duly completed, signed and submitted (failure to fully complete and sign the disclosure form will result in disqualification)	Annexure B		

NB: Failure to attach a copy of the letter or required documents shall lead to disqualification.

7.3. Functionality Criteria

On Functional criteria points are allocated as per each functional requirement, the total number of points is 100, however, bidders need to score a minimum of 70 points to be further evaluated on pricing and specific goals.

FUNCTIONAL CRITERIA		WEIGHTING
1. Confirmation of previous experience by the bidder by means of signed reference letters, stating the bidder has previously completed and/ or have experience in dealing with:		50
1.1 Credit Risk Analysis and Assessment for Project Approvals.		(10)

FUNCTIONAL CRITERIA	WEIGHTING
1.2 Validating / reviewing of Financial Model and Due Diligence. 1.3 Setting Credit Risk Appetite and Tolerance levels. 1.4 Reviewing and updating Credit Risk Management Policies. 1.5 Conducting post-investment credit assessments. The bidder is to attach signed reference letters, not older than 2 (two) years. The letter must have contactable details, dated and be signed off by the client on the client's official letter head. The content of the letter must specifically be referenced to the points detailed above or reference letters may be submitted for each point individually and must be marked as such. No reference letter provided or reference letters not meeting the requirements stated above - 0 points 1 reference letters – 7 points 2 and more reference letters – 10 points Reference letters with inadequate information or information not related to the points above will be deemed invalid and as such will not be awarded any points.	(10) (10) (10) (10)
2. Business Plan & Approach Service Providers should demonstrate the ability to Plan, Execute, and Monitor the project through the submission of a Business Plan developed based on Best Practice Principles for the following: 2.1 Credit Risk Analysis and Assessment of the GPF's post-investment loan book. 2.1.1 Detail the credit risk assessment on performance of existing loans. 2.1.2 Detail how all transactions must comply with GPF policies, credit risk frameworks, and regulatory requirements. 2.1.3 Detail the tracking of existing exposures, review covenant compliance, monitor financial performance, identify early warning signs, and propose remedial actions when needed. 2.1.4 Explain the analysis of Expected Credit Loss (ECL). Bidders are encouraged to clearly label all bullet point in their response for ease of reference during evaluation as above	40 (12) (3) (3) (3) (3)

FUNCTIONAL CRITERIA	WEIGHTING
2.2 Validate and review the Financial Modelling and Due Diligence reports for project approvals (Pre-Investment) 2.2.1 Detail how credit assessments of prospective borrowers and the project will be done. 2.2.2 Detail how the identification, quantifying, and mitigating of key credit risks associated with borrower and project will be done 2.2.3 Explain how to build and review financial models to test assumptions, repayment models, sensitivity and stress scenarios and sustainability of the project. 2.2.4 Detail the preparation of appraisal reports for internal committees, summarising strengths, weaknesses, risks, mitigants, and recommendations. 2.2.5 Explain how to review term sheets and legal agreements to ensure all additional credit criteria are included Bidders are encouraged to clearly label all bullet point in their response for ease of reference during evaluation as above 2.3 Set Credit Risk Appetite and Tolerance levels for the GPF 2.3.1 Describe how to design credit risk appetite and tolerance levels including the following but not limited to credit limits by obligor, programme or portfolio mix, geographical location, capital utilisation, credit rating, project finance pricing and LGD (Loss Given Default) 2.3.2 Explain how to develop credit risk management Standard Operating Procedures (SOP) that maintains and ensure a sound credit-granting standards and credit monitoring controls 2.3.3 Detail the setting of credit risk appetite and tolerance levels for GPF and recommend a risk-adjusted credit risk thresholds to maximise return by maintaining credit risk exposures within the acceptable parameters. 2.3.4 Explain the development of an appropriate credit risk administration, measurement and monitoring processes for GPF Bidders are encouraged to clearly label all bullet point in their response for ease of reference during evaluation as above	(13) (3) (3) (3) (2) (2) (15) (6) (3) (3) (3)

FUNCTIONAL CRITERIA		WEIGHTING
3. Postgraduate qualification of the Lead Consultant must be a minimum of a CFA, CA(SA), MBA (Finance), Chartered Banker, FRM, PRM, or equivalent qualification. Certified copy of the qualification must be submitted, and the certification must not be older than 12 months.		(10)
Total score for Functionality		100
Bidders will be required to score a minimum of 70 points to qualify to the next level of evaluation criteria.		

7.4 Pricing and Specific Goals

This bid will be evaluated in terms of Regulation 4 of the Preferential Procurement Regulation 2022 issued under the Preferential Procurement Policy Framework Act (Act No.5 of 2000). The 80/20 preference point system will be applied for the acquisition of goods or services with Rand value equal to or below R50 million comprising a maximum of 80 points for price and 20 points for specific goals as outlined below:

80/20 – PREFERENCE POINTS		POINTS
Price	In accordance with Preferential Procurement Regulation of 2022.	80
Specific Goals		20

The following preferential procurement targets will be scored out of 20 points as outlined below:

- A bidder who fails to duly complete the SBD 6.1 or completes it incorrectly, will receive a score of zero for that specific goal.

THE RFQ WILL BE EVALUATED USING THE 80/20 PREFERENTIAL POINT SYSTEM AS STIPULATED IN THE BELOW TABLE:

GEYODI	80/20 (Allocation of 20 points)
Women	8
Youth	8
People with Disabilities	4

The GEYODI points will be calculated based on the percentage of the ownership information using the Central Supplier Database (CSD).

7.5 ANNEXURE C: PRICING SCHEDULE

7.5.1 The GPF requires a pricing schedule reflecting the hourly rate of the Lead Consultant for the RFQ.

Scope of work	No. hours	Cost per hour	Vat	Total
Credit Risk Analysis and Assessment for Project Approvals.				
Validating / reviewing of Financial Model and Due Diligence.				
Setting Credit Risk Appetite and Tolerance levels.				
Reviewing and updating Credit Risk Management Policies.				
Conducting post-investment credit assessments.				

NAME OF BIDDER: _____

VALIDITY PERIOD: 90 DAYS

7.6 Administration Compliance

Returnable Documents

Required Documents	Comments	Submitted (Yes /No)
Annexure C: Pricing Schedule	Duly complete	
Annexure D: SBD 3.1 - Pricing Schedule: Firm Prices (Purchases)	Duly completed and signed – ZAR currency only (all applicable taxes included)	
Annexure E: SBD 6.1 (Preferential Points Claim Form)	Duly completed	
Annexure F: Valid BBBEE Certificate from a SANAS accredited rating agency (Original or Certified) or affidavit signed by the Commissioner of Oath	Duly completed and signed	

Annexure G: 1. Company Registration Documents 2. Change of name certificate (if applicable)	Attach to the submission	
Annexure H: A Trust/Consortium/Joint Venture An agreement must be in place at the time of tendering between all parties to the agreement (If applicable)	If applicable, a duly signed agreement between all parties, clearly outlining the structure, percentage revenue split, roles and responsibilities. Failure to provide the requisite duly signed agreement will result in automatic disqualification.	
Annexure I: Tax Compliance Status Pin (issued by SARS) (A trust, consortium or joint venture must submit a valid TCS Pin for each party)	This information will be used to verify the bidder's tax compliance status. (must be valid on closing date of submission of the proposal)	
Annexure J: Central Supplier Database (CSD) Registration Report Bidders can register on CSD using the following link: https://secure.csd.gov.za	Bidders to submit proof of CSD registration / CSD reference number. Each party in a Trust/ Consortium/Joint Venture must submit separate proof of CSD registration	

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

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

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

1. GENERAL CONDITIONS

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

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

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

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

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

The maximum points for this tender are allocated as follows:

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

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Percentage of women	4	8		
Percentage of Youth	4	8		
Percentage of people with disabled	2	4		
Total points	10	20		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

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

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

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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-
- Required by:
 - At:
.....
 - Brand and model
 - Country of origin
 - Does the offer comply with the specification(s)? *YES/NO
 - If not to specification, indicate deviation(s)
 - Period required for delivery
*Delivery: Firm/not firm
 - Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 2.1 Full Name of bidder or his or her representative:
 - 2.2 Identity Number:
 - 2.3 Position occupied in the Company (director, trustee, shareholder²):
 - 2.4 Company Registration Number:
 - 2.5 Tax Reference Number:
 - 2.6 VAT Registration Number:
 - 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? YES / NO

2.7.1 If so, 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:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO

2.7.2.1 If yes, did you attached proof of such authority to the bid document? YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

2.9.1 If so, furnish particulars.

.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

2.10.1 If so, furnish particulars.

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES/NO

2.11.1 If so, furnish particulars:

3 Full details of directors / trustees / members / shareholders.

[illegible]

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF
PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION
PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

May 2011