



DEPARTMENT: SOUTH AFRICAN POLICE SERVICE

REPUBLIC OF SOUTH AFRICA

Private Bag X254, Pretoria, 0001, Tel: 012 - 841 7459, Facsimile: 012 - 841 7071
117 Cresswell Road, Silverton, Pretoria

The Manager

Reference no: 19/1/9/1/115 TR (22)

Date: _____

Enquiries: _____

Tel no: _____

Fax no: _____

Sir / Madam

REQUIRED BY THE SOUTH AFRICAN POLICE SERVICE

CLOSING TIME AND DATE FOR BIDS IS 11:00 on the date as specified in the document

The Department of the South African Police Service requires the item(s)/service as described per attached bid invitation, and you are requested to complete the bidding documents and to submit it in accordance with the under-mentioned stipulations:

! The conditions contained in the attached annexures apply.

! The bid must be submitted in a sealed envelope with the name and address of the bidder with the bid number closing date indicated on the envelope. The cover or envelope must not contain documents relating to any bid other than that shown on the cover or envelope.

It will be expected of the successful bidder to sign the formal contract at this office within seven (7) days after he/she has been informed to this effect.

Yours faithfully

BRIGADIER

ACTING COMPONENT HEAD: PROCUREMENT & CONTRACT MANAGEMENT
SM MAHLANGU

01/115TR(22)

PLEASE NOTE



BID NO: 19/1/9/1/115 TR (22)

CLOSING TIME: ON 2023-03-01 at 11:00

**IT IS ESSENTIAL THAT THE FOLLOWING BID DOCUMENT AND RELEVANT
ATTACHMENTS BE COMPLETED IN FULL.**

**FAILURE TO COMPLETE ANY PART OF THE BID WILL INVALIDATE YOUR BID
DOCUMENT**

02/115TR(22)



BID DOCUMENT CHECKLIST

BID NO: 19/1/9/1/114 TR (22)

DESCRIPTION: PROVISION OF MAINTENANCE AND SUPPORT SERVICE OF
THE EXISTING CLOSED CIRCUIT TELEVISION AND ACCESS
CONTROLS SYSTEMS FOR A PERIOD OF THREE (03) YEARS:
DIVISION: DETECTIVE AND FORENSIC SCIENCE
LABORATORIES (FSL)

(Mark with Yes or No)

		Procurement Office	Bidder	Bid Management
NO.	REQUIREMENTS			
1	SBD forms (1, 4 and 6.1,)	X		
2	SBD5 (if the threshold exceeds R10 mil)	X		
3	Pricing Schedule	X		
4	Central Supplier Database (CSD)	x		
5	General Conditions of a contract.	x		
6	Special Requirements and Conditions of the Bid	X		
7	Bid specification	X		

BIDDER:

NAME IN PRINT

SIGNATURE

DATE

BID MANAGEMENT:

NAME IN PRINT

SIGNATURE

DATE

X = REQUIRED

YES = SUBMITTED / RECEIVED

NO = NOT SUBMITTED / NOT RECEIVED

03/11/STR(22)

NOTICE!!!!!! NOTICE!!!!!!

**ALL BID DOCUMENTS MUST BE HANDED IN
AND REGISTERED AT SECURITY OFFICE BY
THE PERSON HANDING IN THE DOCUMENTS
AT 117 CRESSWELL ROAD SILVERTON,
PRETORIA SCM: ON OR BEFORE 2023-03-01
BY 11:00 AM**

**PLEASE TAKE NOTE THAT A COMPULSORY
BRIEFING SESSION WILL BE HELD AT**

**VENUE: PHUMULANI QUARTERS BARRACKS,
221 MORELETA ROAD, SILVERTON
PRETORIA, NEXT TO SAPS SCM NORTH GATE
AND FLYING SQUAD, DATE: 2023-02-21
@10:00**

PART A INVITATION TO BID

1. YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN POLICE SERVICE					
BID NUMBER:	19/1/9/1/115 TR (22)	CLOSING DATE:	2023-03-01	CLOSING TIME	11:00
DESCRIPTION:	SUPPLY, DELIVERY AND PRODUCT TRAINING FOR TERRESTRIAL TRUNKED (TETRA) RADIO MOBILE TERMINALS FOR A PERIOD OF TWO YEARS SPECIFICATION NUMBER: 2491/2022: DIVISION: TECHNOLOGY MANAGEMENT SERVICES				
2. BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:			3. BID RESPONSE DOCUMENTS MAY BE POSTED TO:		
DIVISIONAL COMMISSIONER SUPPLY CHAIN MANAGEMENT SOUTH AFRICAN POLICE SERVICE 117 CRESWELL ROAD SILVERTON PRETORIA 0184			DIVISIONAL COMMISSIONER SUPPLY CHAIN MANAGEMENT SOUTH AFRICAN POLICE SERVICE PRIVATE BAG X254 PRETORIA 0001		
4. BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			5. TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON			CONTACT PERSON		
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS			E-MAIL ADDRESS		
6. SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE NUMBER:	MAAA
CENTRAL SUPPLIER DATABASE REGISTRATION REPORT	<div style="text-align: center;">[TICK APPLICABLE BOX]</div> <div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div>				
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART A:8]
8. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

OS/115TR(22)

PART B TERMS AND CONDITIONS FOR BIDDING

1.	BID SUBMISSION:
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	THE BID BOX IS GENERALLY OPEN 24 HOURS A DAY, 7 DAYS A WEEK.
1.3.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.4.	BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES).
1.5.	WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION.
1.6.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.7.	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2.	TAX COMPLIANCE REQUIREMENTS
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA .
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3.	GENERAL
3.1	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

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

DATE:

.....

06/11/2022 (22)

OFFICE USE ONLY			
RFQ/Tender received on		Reason for rejection:	
Accepted		Rejected	
Supplier Number in POLFIN			

Supplier Number in CSD	
------------------------	--

SUPPLIER INFORMATION		
Are you a NEW supplier?	YES	KINDLY REGISTER ON NATIONAL TREASURY CSD: WWW.CSD.GOV.ZA AND OBTAIN A CSD SUPPLIER NUMBER
Are you an EXISTING Supplier?	YES	KINDLY PROVIDE YOUR CSD AND POLFIN SUPPLIER NUMBER
Supplier Number in CSD		
Unique registration supplier no: CSD		
Supplier Number in POLFIN		

C. CHECKLIST OF DOCUMENTS A		CROSS REFERENCE	YES	NO	N/A
1)	Copy of Business entity's Registration Documents: i.e. CK2 form	Approved on CSD			
•	For Close Corporations – a copy of the CIPRO report showing the directors/owners/members of the cc				
•	For Pty Ltd – a copy of the CIPRO report as well as a copy of the shareholders agreement or a letter from your auditors confirming the shareholding of the company				
•	Copy of shareholders/members certificates / agreements				
2)	Business entity's Vat Registration Certificate	Approved on CSD			
3)	Current Business entity original Tax Clearance Certificate	Approved on CSD			
4)	Identity Documents of Shareholders/Directors/Passport Documents	Approved on CSD			
5)	Proof of CIDB Registration	Approved on CSD			
6)	Registration of bank account details	Approved on CSD			
7)	B-BBEE Status level verification certificate	Approved on CSD			
7.1	B-BBEE original/Certify copy attached				
8.	Applicable certificate for work to be executed according to the tender/quotation attached.				

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SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/115TR (22)

SPECIAL CONDITIONS OF CONTRACT

BID NUMBER: 19/1/9/1/115 TR (22)

**FOR THE SUPPLY, DELIVERY AND PRODUCT TRAINING FOR
TERRESTRIAL TRUNKED RADIO MOBILE TERMINALS FOR
THE SOUTH AFRICAN POLICE SERVICE FOR A PERIOD OF
TWO (2) YEARS: DIVISION: TECHNOLOGY MANAGEMENT**

SERVICES

CLOSING DATE AND TIME OF BID:

DATE @ 11h00

BID VALIDITY PERIOD: 90 DAYS

08/11/15TR(22)



SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/104TR (22)

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SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/115TR (22)

1. ABBREVIATIONS

BAC: Bid Adjudication Committee

CPA: Contract Price Adjustment

ISO: International Organisation for Standardisation

QC: Quality Control

ROE: Rate of Exchange

SABS: South African Bureau of Standards

SBD: Standard Bidding Document

STATS SA: Statistics South Africa

VAT: Value- Added Tax

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SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/115TR (22)

2. BID DOCUMENT CHECK LIST

NO.	DOCUMENT NAME	YES	NO
1	SBD 1 Invitation to bid		
2	Central Supplier Database Report		
3	SBD 4 Declaration of interest		
4	SBD 5 National Industrial Participation Program		
5	SBD 6 (1): Preference Points Claimed		
6	Special Conditions of Contract		
7	General Conditions of Contract		
8	Samples		
9	Mandatory documents (if applicable)		

12/11/5TR(22)



SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/115TR (22)

3. SCOPE

for the Supply, Delivery and Product Training for Terrestrial Trunked Radio Mobile Terminals for the South African Police Service for a period of two (2) years: Division: Technology Management Services, in accordance with Specification 2494/2022 and shall commence on the date of signature of the contract by both parties

4. SECTION A

4.1 LEGISLATIVE AND REGULATORY FRAMEWORK

This bid and all contracts emanating there from will be subject to the General Conditions of Contract issued in accordance with Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The Special Conditions of Contract (SCC) are supplementary to that of the General Conditions of Contract (GCC). Where, however, the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of Contract prevail.

4.2 EVALUATION CRITERIA

The evaluation process will be conducted in phases as follows:

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Administrative and Mandatory Bid Requirements	Technical Compliance	Site visit and Due diligence	Samples	Price and Specific Goals
Compliance with Mandatory and Administrative Bid requirements. SBD forms must be completed and signed.	Compliance to technical requirements / specification.	Site visit and Due diligence	The sample will be tested at the SAPS premises and the bidder premises.	Bids evaluated in terms of the 80/20 preference system



SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/115TR (22)

4.2.1 PHASE 1: ADMINISTRATIVE AND MANDATORY BID REQUIREMENTS

4.2.1.1 ADMINISTRATIVE BID REQUIREMENTS

Bidders' must submit all requirements indicated hereunder with the bid documents at the closing date and time of the bid. During this evaluation phase, bidder's responses will be evaluated based on the documents submitted. Bidders who fail to comply with any of administrative requirements may be disqualified.

ADMINISTRATIVE DOCUMENTS - NAME OF THE DOCUMENT THAT MUST BE SUBMITTED	
Invitation to Bid – SBD 1	YES – Please complete and sign the supplied form
Declaration of Interest – SBD 4	YES – Please complete and sign the supplied form.
Preference Point Claim Form SBD 6.1	YES – Generally, non-submission will lead to a zero score for Specific Goals
General Conditions of Contract	NO – Bidders <u>must only familiarise</u> themselves with the content of the document
Cost components	YES – Please submit the completed cost component breakdown as per example in the Special Conditions of Contract.

4.2.2 PHASE 2: MANDATORY REQUIREMENTS

Bidders' must submit all requirements indicated hereunder with the bid documents at the closing date and time of the bid. During this evaluation phase, bidder's responses will be evaluated based on the documents submitted under mandatory requirements.

Bidders who fail to comply with any of the mandatory and other requirements will be disqualified.

Pricing Schedule	YES – Please complete the price schedule with the bid at the closing date and time. <u>Please took note that lead times (Delivery period) should be completed</u>
SBD 5 National Industrial Participation Program	YES – (if above R10 million)
Special Conditions of Contract	YES - Bidders must sign acknowledgement that they <u>familiarise</u> themselves with the content of the document
Tax Clearance Requirements	YES – The <u>CSD</u> and the <u>tax status pin</u> are the approved method that will be utilized to verify tax compliance.



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Tax Clearance Requirements	YES – The <u>CSD</u> and the <u>tax status pin</u> are the approved method that will be utilized to verify tax compliance.
Specification	YES – The bidder must indicate in writing with a Comply or Not Comply . Failure to comply with the specification will invalidate your bid.
Authorisation Declaration	YES – The bidder must submit documentary proof of this authorization in writing in the bid response in the form of a letter from the OEM or from the South African representative of the OEM, certifying the distribution status and technical competence of the bidder in relation to central components and subsystems of the CCTV and Access Control System.
ICASA Certificates	YES – The Bidder shall submit for each type of radio terminal offered an ICASA type approval certificate. ICASA certificate submitted must be for each make and model of each terminal.
ICASA Certificate	A certificate of approval from the Independent Communications Authority of South Africa (ICASA) for the use of the radio equipment offered in the Republic of South Africa (RSA) must be submitted with the bid documents. The radio offered and model number on the ICASA Certificate must be the same. Failure to submit this certificate of approval on time and date of bid closure will result in the non-acceptance of the bidder's offer.
TETRA Interoperability Profile Certificate	YES- The radio offered shall comply with the requirement of an international independent Test facility. The bidder shall provide proof of a TIP (TETRA Interoperability Profile) certificate /document with the bid document for compliance of this product to operate on the TETRA open ETSI standard protocol.
Sample	YES- A complete sample including radio ,mounting brackets ,loudspeaker ,microphone ,cables, programming software and programming cable or kit of the radio terminal the bidder intends to offer shall be requested from the recommended bidder after the first phase of evaluation criteria .the sample will be tested at the SAPS premises



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	<p>and the bidder premises .the sample shall include the following :</p> <p>Complete TETRA mobile radio with a complete kit or accessories.</p>
Appendix	<p>YES- The Bidder shall provide an overview of its profile and services offered. This appendix shall be compiled by the bidder, in a table format with the following columns:</p> <ul style="list-style-type: none">a) Name of clientb) Full postal and street addressc) Telephone and fax numbersd) Contact persone) Type and quantity of equipment suppliedf) Completion date of contractg) Rand value of contract <p>Documents to this effect shall be submitted with the Bid documents.</p>
Appendix	<p>The documents shall include detailed lists of all items offered. All items that are included with the bidder's offer shall be listed separately in an APPENDIX clearly labelled APPENDIX A - PART #1, "Items included with the offer". All items that are excluded and offered as an additional items shall be listed separately in another APPENDIX clearly labelled APPENDIX A - PART #2, "Items offered as additional items". These two appendices shall be compiled by the bidder, in a table format with the following columns:</p> <ul style="list-style-type: none">a) Item number,b) Item name,c) Item description,d) Manufacturers name and part/code number of item,e) International ICN code if available,f) Quantity of the item,g) Item price including VAT, andh) Total price including VAT. <p>These appendices shall be thoroughly and accurately completed.</p>

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SPECIAL CONDITIONS OF CONTRACT 19/1/9/1/115TR (22)

4.2.3 PHASE 3: SITE VISIT/ DUE DILIGENCE

4.2.3.1 Due Diligence or Site Visit will be conducted at bidder's premises.

4.2.4 PHASE 4: SAMPLES

4.2.4.1 A complete sample including radio, mounting brackets, loudspeaker, microphone, cables, programming software and programming cable or kit of the radio terminal the bidder intends to offer shall be requested from the **recommended bidder** after the first phase of evaluation criteria. The sample will be tested at the SAPS premises and the bidder premises. The sample shall include the following:

Complete TETRA mobile radio with a complete kit or accessories.

Complete TETRA mobile radio with a complete kit or accessories.

4.2.5 PHASE 5: PREFERENCE POINT SYSTEM AND PRICE

i. Preference points system 80/20

- a) In terms of regulation 6 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), responsive bids will be adjudicated by the South African Police Service on the 80/20-preference point system in terms of which points are awarded to bidders on the basis of:
The bid price (maximum 80 points) - Specific goals (maximum 20 points)

- b) The following formula will be used to calculate the points for price:

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{\min} = Price of lowest acceptable tender

- c) A bidder (supplier) may claim a maximum of 20 points for specific goals, if such bidder supplier is;

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Persons historically disadvantaged on the basis of race with at least 51% ownership	5 points
Persons historically disadvantaged on the basis of gender with at least 51% ownership by woman	5 points
Persons with at least 51% ownership who are youth	5 points
Persons historically disadvantaged by unfair discrimination on the basis of disability with at least 51% ownership	5 points

- d) Bidders are required to complete the preference claim form (SBD 6.1).
- e) The points scored by a bidder in respect of the specific goals will be added to the points scored for price.
- f) Only bidders who have completed and signed the declaration part of the preference claim form will be considered for specific goals points.
- g) Failure on the part of the bidder to comply with the paragraphs above will be deemed that specific goal points are not claimed and will therefore be allocated a zero (0).
- h) The South African Police Service may, before a bid is adjudicated or at any time, require a bidder to substantiate claims it has made with regard to preference.
- i) The points scored will be rounded off to the nearest 2 decimals.
- j) In the event that two or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest number of specific goal points.
- k) However, when functionality is part of the evaluation process and two or more bidders have scored equal points including equal specific goal points, the contract will be awarded to the bidder scoring the highest for functionality.
- l) Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.
- m) A contract may, on reasonable and justifiable grounds, be awarded to a bid that did not score the highest number of points.

5. VALUE ADDED TAX

All bid prices must be inclusive of 15% Value-Added Tax. In case a bidder's price is not VAT inclusive, total price quoted will be regarded as final.

6. PRICING STRUCTURE AND SCHEDULE

- a) One price is required per item and prices quoted must be furnished on the basis of supply and delivery including Value Added Tax.



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- b) The yearly prices **MUST** be all inclusive. This means, all direct and indirect related costs must be included in the prices and be firm for the period of one year.
- c) The pricing schedule will be accessible from the bid document. All prices must be submitted with the bid document.
- d) Conditional discounts offered will not be used for evaluation purposes.
- e) Pricing provided for term contracts must remain firm for the first year after signing of the contract. Contract price adjustments must be applied for

7 AUTHORISATION DECLARATION/ LETTER FROM THE MANUFACTURER

Any bidder the actual manufacturer and will be sourcing goods or services from another company must submit an unconditional letter from the company(ies) or supplier(s) confirming firm supply arrangement(s) in this regard, which has to accompany the bid at the closing date and time of bid. The said company or supplier must:

- confirm that it has familiarised itself with the item description, specifications and bid conditions
- If the bid consist of more than one item, it should be clearly indicated in respect of which item(s) the supportive letter has been issued.
- It must be indicated in the above-mentioned letter **that firm supply arrangements have been made and all financial arrangements with regard to payment between the prospective bidder and manufacturer, company or supplier issuing such a letter has been finalized and terms and conditions mutually agreed upon.**

Non-compliance with the above-mentioned special conditions would automatically invalidate the bid for such products offered."

The South African Police Service reserves the right to verify any information supplied by the bidder in the Authorisation Declaration and should the information be found to be false or incorrect, the South African Police Service will exercise any of the remedies available to it in the bid documents.

No agreement between the bidder and the third party will be binding on the South African Police Service.

An authorisation declaration with conditional arrangements will not be accepted. Bidders must ensure that all arrangements are agreed to before submitting a bid.

19/1/15TR(22)



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8. RESPONSIVE BIDS

Bidders are required to submit responsive bids by completing all the prices, mandatory response fields and item questionnaires on the provided pricing schedule for the individual items. In this regard bidder's attention is drawn to the response field and price structure explanations and examples supplied in the bid document. Bidders must complete all the official SAPS documentation as issued for completion.

Non-compliance with this condition will invalidate the bid for the item(s) concerned.

9. TAX COMPLIANCE REQUIREMENTS

It is a condition of this bid that the tax matters of a successful bidder be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations. The Tax Compliance status requirements are also applicable to foreign bidders / individuals who wish to submit bids.

It is a requirement that bidders grant a written confirmation when submitting this bid that SARS may on an ongoing basis during the tenure of the contract disclose the bidder's tax compliance status and by submitting this bid such confirmation is deemed to have been granted; Bidders are required to be registered on the Central Supplier Database and the South African Police Service shall verify the bidder's tax compliance status through the Central Supplier Database.

Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database and their tax compliance status will be verified through the Central Supplier Database. The South African Police Service will not award a bid to any bidder whose tax matters are not in order.

10. FORMAT AND SUBMISSION OF BIDS

In order to simplify the evaluation process, Bidders are required to submit their bids hard copy in the following manner:

SECTION	REQUIRED DOCUMENTS
Section 1	Standard bidding documents (SBD 1, Price Schedule, SBD 4, SBD 5, SBD 6.1 and CSD report
Section 2	Authorisation Declaration and item list
Section 3	Any other information (e.g. Company profile, etc.)