

## INVITATION TO BID

**Lease of Office Building for SARAO for a period of 3 years, with an Option to Renew for an additional period of 2 Years**

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| Bidder Name:                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                |
| Bid Number:                     | NRF/SARAO SCTO/23/2023-24                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                |
| Closing Date:                   | Friday, 1 September 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                |
| Closing Time:                   | 11.00AM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                |
| Compulsory Briefing Session:    | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                |
| Bid Submission:                 | <p>Electronic submissions must be sent to <a href="mailto:tenders@sarao.ac.za">tenders@sarao.ac.za</a></p> <p>Bids must be submitted in two separate electronic folders, one with the compliance and technical response, and the second with the financial response.</p> <p>Technical submissions should preferably be in searchable format (PDF or Word).</p> <p>Folders must be titled with the bidder's company name and folder title. Attachments are limited to 25 MB per email.</p> <p>Bidders may use WeTransfer, Dropbox, Google Drive or similar file sharing applications to submit their bid submissions.</p> |                                                                |
| Direct enquiries in writing to: |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                |
|                                 | Procedural Enquiries:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Technical Enquiries:                                           |
| Contact person                  | Anwuli Okecha                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Miles van Ster                                                 |
| Email address                   | <a href="mailto:anwuli@sarao.ac.za">anwuli@sarao.ac.za</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <a href="mailto:mvanster@sarao.ac.za">mvanster@sarao.ac.za</a> |

**THE NRF/SARAO WOULD NEVER OFFER PAYMENT OR ANY OTHER CONSIDERATION IN RETURN FOR THE FAVOURABLE CONSIDERATION OF A BID. PLEASE REPORT ANY SUSPECTED ACTS OF FRAUD OR CORRUPTION TO THE FOLLOWING TOLL-FREE NUMBER - 0800 701 701 OR SMS 39772**

# TABLE OF CONTENTS

|                                                                                                       |    |
|-------------------------------------------------------------------------------------------------------|----|
| INVITATION TO BID                                                                                     | 1  |
| INTRODUCTION TO THE NRF                                                                               | 3  |
| BACKGROUND TO SARAO                                                                                   | 3  |
| CONTEXT OF THE PROCUREMENT NEED                                                                       | 3  |
| PART A – THE TENDER                                                                                   | 4  |
| OBJECTIVE OF THE TENDER                                                                               | 4  |
| STAGE 1 – SUBMISSION OF RETURNABLE DOCUMENTS AND SCHEDULES                                            | 12 |
| STAGE 2 – FUNCTIONALITY EVALUATION CRITERIA                                                           | 13 |
| STAGE 2.1 – SUBMISSION OF RETURNABLE DOCUMENTS                                                        | 13 |
| STAGE 2.2 – BUILDING ATTRIBUTES, BIDDERS' EXPERIENCE, CAPABILITY AND CAPACITY                         | 14 |
| STAGE 2.3 – SITE VISIT                                                                                | 18 |
| STAGE 3 – PRICE AND SPECIFIC GOALS SCORING                                                            | 19 |
| PART A.1 – BID PREPARATION                                                                            | 20 |
| BIDDING INSTRUCTIONS                                                                                  | 20 |
| PART B – THE CONTRACT                                                                                 | 24 |
| SBD 7.2 - CONTRACT FORM - RENDERING OF SERVICES                                                       | 24 |
| PART B.1 – PRICING                                                                                    | 26 |
| PRICING INSTRUCTIONS                                                                                  | 26 |
| BID PRICE SCHEDULE (SBD 3.1)                                                                          | 27 |
| PART C – RETURNABLE SCHEDULES                                                                         | 29 |
| INVITATION TO BID (SBD 1)                                                                             | 29 |
| SBD 4     BIDDER'S DISCLOSURE                                                                         | 32 |
| <b>SBD 6.1 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022</b> | 35 |
| BID SIGNATURE (SBD 1)                                                                                 | 38 |
| ANNEXURES                                                                                             | 39 |

## INTRODUCTION TO THE NRF

The National Research Foundation Act as amended, Act 19 of 2018, establishes the National Research Foundation ("NRF") as the juristic legal entity that will contract with the awarded bidder. Please visit the NRF website (<https://www.nrf.ac.za>) for more information.

## BACKGROUND TO SARAO

The South African Radio Astronomy Observatory (SARAO) is the National Research Foundation's National Facility incorporating South Africa's radio astronomy instruments and programmes such as the MeerKAT and KAT-7 telescopes in the Karoo in the Northern Cape, the Hartebeesthoek Radio Astronomy Observatory (HartRAO) in Gauteng, the African Very Long Baseline Interferometry (AVN) programme in nine African countries as well as the associated human capital development and commercialisation endeavours. More information about SARAO is available from [www.sarao.ac.za](http://www.sarao.ac.za). More information about the international SKA project is available from [www.skatelescope.org](http://www.skatelescope.org).

## CONTEXT OF THE PROCUREMENT NEED

SARAO currently has 260 staff in its employment in Cape Town. In addition to this the SARAO hosts up to 20 students a week and approximately 20 young professionals. SARAO also houses significant technical laboratories and server rooms. The Cape Town team is currently located at 2 Fir street Black River Park Observatory (3800m<sup>2</sup> over 2 floors with 130 parking bays). The lease at Black River Park will expire in March 2024.

SARAO is seeking a three-year property lease that complies with the set of prescribed parameters and the option to renew for an additional period of 2 years.

# PART A – THE TENDER

## OBJECTIVE OF THE TENDER

- 1.1. The purpose of this Request for Proposal (RFP) is to request landlords, landlord agents and owners who specialize in the leasing of office space to submit proposals to SARAO for A/P Grade (in terms of the South African Property Owner's Association Office Grading Classifications) office accommodation to house SARAO, situated currently at Black River Park Observatory Cape Town.
- 1.2. The building offered to house the SARAO SA Cape Town office should provide a minimum space of 3500m<sup>2</sup> as well as expansion possibility if required. The premises offered must be compliant with SANS 10400 (SABS 0400) – The application of the National Building Regulations (NBR).
- 1.3. The lease shall be for a period of 3 years and an option to renew for an additional 2 years.

# SCOPE OF WORK

Bidders are invited to submit bids based on the following technical specifications:

| Criteria                                       | Definition                                                                                                                                                                             | Description                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Area</b>                                    | Central Cape Town (Observatory, Pinelands, Mowbray, Salt River and surrounding areas). A map is enclosed as <b>Annexure A</b>                                                          | <p>The building to be considered in the specified areas must comply with the following:</p> <ol style="list-style-type: none"> <li>1. Must be within an office node (industrial areas are specifically excluded)</li> <li>2. Within walking distance to public transport including taxi routes, Bus Routes and train stations</li> <li>3. Within walking distance to retail centres that provide convenient goods and services</li> </ol> |
| <b>Office Grade</b>                            | A/P Grade                                                                                                                                                                              | Professionally managed with continued above average maintenance. High quality pinnacle modern finishes; air conditioning; adequate on-site parking; a good quality lobby finish with clear circulation; quality access to/from an attractive street environment; good safety/ security                                                                                                                                                    |
| <b>Usable Area (excludes all common areas)</b> | Maximum gross lettable area excluding common areas, balconies and storage is 4500m <sup>2</sup> and the minimum usable, functional office space that is required is 3500m <sup>2</sup> | The type of accommodation required is a combination of individual offices, auditorium, canteen, open plan, lab testing facility, server rooms, delivery area, storage facility, reception and security area                                                                                                                                                                                                                               |
| <b>Lease Period</b>                            | Three (3) lease period (with an option to renew for an additional 2 years)                                                                                                             | Bidders to submit lease proposals for a three-year lease period, to include rental rates, tenant installation allowance, and all other attributes                                                                                                                                                                                                                                                                                         |

| Criteria                     | Definition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Description                                                                                                                                                                                                                                                                                                             |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Building</b>              | <ol style="list-style-type: none"> <li>1. The building can be an existing building or new development. A dedicated facility rather than a shared facility would be preferred</li> <li>2. The building facilities must cater for the physically handicapped</li> <li>3. Exterior tenant signage must be allowable</li> <li>4. The building must comply with the National Building Regulations, SANS 10400 and the requirements of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), and its applicable regulations</li> </ol> | In the case of a new development, the building must be scheduled to be ready for beneficial occupation date, being 1 December 2023                                                                                                                                                                                      |
| <b>Beneficial occupation</b> | Three (3) months prior to the lease commencement date of 1 March 2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | The landlord must grant the tenant a beneficial occupation period starting from 1 December 2023                                                                                                                                                                                                                         |
| <b>Lease Agreement</b>       | Upon award of the bid, SARAO will enter into a lease agreement with the successful bidder. Bidders must include in their submissions, a draft pro forma lease agreement in line with SARAO's requirements                                                                                                                                                                                                                                                                                                                                 | The lease agreement and payment of rental will commence from the date of occupancy. Rental will be adjusted annually in accordance with an agreed upon escalation rate starting at the beginning of the second year                                                                                                     |
| <b>Parking</b>               | <p>A total of 200 parking bays is required, with the below as a guideline – approximately,</p> <ul style="list-style-type: none"> <li>• 180 underground or covered parking bays</li> <li>• 20 open parking bays</li> </ul>                                                                                                                                                                                                                                                                                                                | <p>Secure on-site parking of which some will cater for physically disabled people, must be available in accordance with municipal by- laws. Confirmation of the parking facilities should be included in the bid proposal</p> <p>The parking should be either covered or underground with an approximate maximum of</p> |

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                     |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 10% open bays                                                                                                                                                       |
| <b>Tenant installation allowance</b> | The landlord to provide tenant installation allowance and demonstrated capacity to undertake the tenant installation on behalf of the tenant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | The tenant installation allowance should be approximately 30% of the annual lease amount                                                                            |
| <b>Building services</b>             | <p>The office building must –</p> <ul style="list-style-type: none"> <li>(i) be fully air-conditioned and ventilated;</li> <li>(ii) have existing fire detection and prevention services;</li> <li>(iii) Lifts; (proof of a lift maintenance contract must be provided at site hand over. The maintenance contract must be in place for the duration of the contract);</li> <li>(iv) own electric distribution board(s);</li> <li>(v) emergency evacuation process in compliance with the Occupational Health and Safety Act; and</li> <li>(vi) double tier cable trays in ceiling voids or make allowance for these.</li> </ul> | Building services must be designed, and installed in accordance with the relevant National Building Regulations and Standards Act, 1977 (Act 13 of 1977)            |
| <b>Regulatory Compliance</b>         | The accommodation must comply with: The National Building Regulations and Standards Act, 1977 (Act 13 of 1977) and The Occupational Health and Safety Act, 1993 (Act 85 of 1993), as amended                                                                                                                                                                                                                                                                                                                                                                                                                                     | All certificates of compliance for all installations in terms of the National Building Regulations and Standards Act, must be provided at the time of site handover |

| Criteria                               | Definition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Description                                                    |
|----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| <b>Technology and Communication</b>    | Provision for Uninterrupted power supply (UPS) and back-up generator power supply must be available in the event of power failure for the entire building; patch rooms available on every floor; cabling and network infrastructure with provision for wireless hotspot and minimum of Cat5e std plus, plug and play/internet ready; building access to fibre connectivity CCTV permitting large coverage with multiple recording; and Access control system                                                                                                                                        |                                                                |
| <b>Amenities, Finishes and Quality</b> | High material spec, functional design base finishes; lifts; high spec stairwells; lobby and reception with quality finishes and appearance and clear circulation; general floor plate permitting design flexibility; good balance between light and environmental control; central environmental control premised on typical building management system with quality split system incorporated; attractive and functional landscaping and greening or attractive building exteriors; limited on site amenities but close at hand and in safe walking/driving proximity; kitchen/catering facilities | The landlord to submit building floor plans as part of the bid |
| <b>Public Environment</b>              | Safe, attractive and clean street; surrounding public environment comprising good infrastructure; good exposure and visibility; vehicular access and good access to public transport                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                |
| <b>Building Operating Costs</b>        | SARAO will be responsible for the operating costs that relate directly to its own tenancy activities and that, where applicable, are separately metered. SARAO is prepared to incur the following operating costs:<br><ul style="list-style-type: none"> <li>(i) Water consumption;</li> <li>(ii) Electricity consumption;</li> </ul>                                                                                                                                                                                                                                                               |                                                                |



|                                   |                                                                                                                                                                                                                                                                                                                                                                                                             |                                                          |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
|                                   | <ul style="list-style-type: none"> <li>(iii) Refuse removal;</li> <li>(iv) Internal security;</li> <li>(v) Consumable supplies; and</li> <li>(vi) Internal cleaning</li> </ul> <p>SARAO will not be responsible for any other operating costs, payment of rates and taxes, and periodic increases. Other responsibilities between the landlord and the tenant will be stipulated in the lease agreement</p> |                                                          |
| <b>Building Maintenance Costs</b> | All external building maintenance costs will be the responsibility of the landlord, including building insurance                                                                                                                                                                                                                                                                                            |                                                          |
| <b>Security</b>                   | Access Control at the Gate, security presence at the Gate/Entrance to Parking Area, Ground Floor/Common Reception Security Presence, 24-hour CCTV Surveillance, Perimeter Fencing, Alarm System                                                                                                                                                                                                             | The landlord to submit specifications as part of the bid |

| Criteria                    | Definition                                                                                                                                                                                                                                                                                                                                             | Description |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>Value Add Attributes</b> | <p>The following attributes will provide an advantage to the buildings being considered:</p> <ol style="list-style-type: none"> <li>1. Building with ease of access to main highways.</li> <li>2. Availability of alternative water source mainly for ablution services.</li> <li>3. The building with a green rating would be advantageous</li> </ol> |             |

# BID SELECTION PROCESS

## STAGE 1 - SUBMISSION OF RETURNABLE DOCUMENTS AND SCHEDULES

Bids will be evaluated for compliance with the procedural requirements of this bid, which entails the completion and/or submission of the returnable documents and schedules specified in the Returnable Documents and Schedules Table on **Page 12 below**.

**NOTE:** Failure to comply with the mandatory requirements in this stage may result in bid disqualification. However, SARAO may apply the discretion to allow bidders to complete and/or sign returnable schedules not completed and/or signed in the first instance or to submit returnable documents not submitted in the first instance. Such returnable schedules or documents must be of a purely administrative nature, and may not pertain to the substance of the bid such as to affect the competitive position of bidders, by giving one or more bidders a second and unfair opportunity to augment the quality (substantive) aspects of their bid.

## STAGE 2 – FUNCTIONALITY EVALUATION CRITERIA

Bids will be evaluated against the functionality criteria outlined on **Pages 13-17** below.

**Bids which fail to meet the requirements of Stage 2 will be disqualified and not evaluated further in Stage 3.**

## STAGE 3 – SCORING ON PRICE AND SPECIFIC GOALS

Bid price proposals are compared on an equal and fair basis, considering all aspects of the bid pricing requirements. Qualifying bids are ranked on price and preference points claimed in the following manner:

- (i) **Price** - with the lowest priced bid receiving the highest price score as detailed in the Preferential Procurement Regulations 2022;
- (ii) **Specific Goals** – specific goals as claimed in the preference claim form (SBD 6.1) are added to the price scores. Bidders' BBBEE level as evidenced by their BBBEE certificates/sworn affidavits, will represent 'specific goals'.

## STAGE 1 – SUBMISSION OF RETURNABLE DOCUMENTS AND SCHEDULES

**NOTE:** All mandatory criteria need to be complied with to move on to the next stage of evaluation. All SBD returnable forms must be completed and signed by bidders. However, SARAO may apply the discretion to allow bidders to complete and/or sign returnable forms not completed and/or signed in the first instance, or to submit returnable documents not submitted in the first instance. Such returnable schedules or documents must be of a purely administrative nature, and may not pertain to the substance of the bid such as to affect the competitive position of bidders by giving one or more bidders a second and unfair opportunity to augment the quality (substantive) aspects of their bid. Each member of a joint venture, or consortium must submit the SBD 1, 4, and 6.1 returnable forms.

| Document description                                                                                                       | Weight                 | Criteria<br>(All criteria are weighted equally to each other)                                                                                      | Grading Scheme | Bid Section Reference | SCM Verification |
|----------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------|------------------|
| B-BBEE certificate, or in the case EMEs or QSEs, a Sworn Affidavit confirming annual turnover and level of black ownership | Mandatory <sup>1</sup> | Has the bidder submitted a valid B-BBEE certificate or sworn affidavit in order to claim B-BBEE points?                                            | Yes / No       |                       |                  |
| Proof of CSD registration                                                                                                  | Mandatory              | Has the bidder provided its CSD registration number?                                                                                               | Yes / No       |                       |                  |
| <b>SBD 1 Form</b><br>(Invitation to Bid)                                                                                   | Mandatory              | Has the bidder completed and signed the SBD 1 Invitation to Bid form?                                                                              | Yes / No       |                       |                  |
| <b>SBD 3.1 Form</b><br>(Pricing Schedule) – submitted in a separate electronic folder                                      | Mandatory              | Has the bidder submitted its pricing for the services offered?                                                                                     | Yes / No       |                       |                  |
| <b>SBD 4 Form</b><br>(Bidder's Disclosure)                                                                                 | Mandatory              | Has the bidder completed and signed the SBD 4 form?<br><br>Has the bidder made any disclosure which would preclude it from responding to this bid? | Yes / No       |                       |                  |
| <b>SBD 6.1 Form</b><br>(Preferential Points Claim Form)                                                                    | Mandatory              | Has the bidder completed and signed the SBD 6.1 form?                                                                                              | Yes / No       |                       |                  |
| <b>SBD 1 Form</b><br>(Bid signature)                                                                                       | Mandatory              | Has the bidder confirmed that its bid is validity submitted?                                                                                       | Yes / No       |                       |                  |

<sup>1</sup> If points are claimed for 'specific goals' in terms of the Preferential Procurement Regulations, 2022

## STAGE 2 – FUNCTIONALITY EVALUATION CRITERIA

**NOTE:** Bidders must carefully review the evaluation criteria and instructions below and ensure that they understand what information is required, including all documentation that is required to be submitted in this stage of evaluation. No second opportunity will be given to submit documentation not submitted, except in the case where there is no competition (i.e. one bid is received) and therefore no prejudice will accrue to any other bidder.

Bid proposals will be evaluated in three sub-stages (Stages 2.1, 2.2 and 2.3) on the following criteria:

### STAGE 2.1 – SUBMISSION OF RETURNABLE DOCUMENTS

Bidders must submit the following documentation, failing which their bids will be held to be non-responsive, and will not qualify to be evaluated in Stage 2.2 and Stage 2.3 –

| Document description                                                                                                                                                                                                                                                                                                                                                                                                                | Weight    | Submitted (Yes/No) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------|
| Floor plans of the proposed building (preferably in size A1)                                                                                                                                                                                                                                                                                                                                                                        | Mandatory |                    |
| Proof that the bidder is the owner/landlord. Ownership to be proved by a copy of the title deed (WinDeed printout or equivalent). Where the bidder is an agent or broker, the bidder must provide proof of mandate if acting on behalf of the owner/landlord. Where the bidder is an agent or broker, the bidder must submit a certified copy of a valid Fidelity Fund Certificate issued by the Estate Agency Affairs Board (EAAB) | Mandatory |                    |
| Occupation certificate, or certificate confirming the grade of the premises, or proof from a registered architect or property valuer or other professional qualified to make such an assessment, that the building is Grade A or better (Grade P).<br><br>The aforementioned certificate must not be older than 6 months                                                                                                            | Mandatory |                    |

## STAGE 2.2 – BUILDING ATTRIBUTES, BIDDERS’ EXPERIENCE, CAPABILITY AND CAPACITY

Bids will be scored on the functionality criteria in the table below. Bids must score a minimum of 70 points out of a possible 100 points in order to be evaluated further in Stage 2.3.

| EVALUATION CRITERIA              | EVIDENCE                                                                                                                                                                  | FURTHER DETAIL                                                                                                            | SUB-POINTS | MAXIMUM POINTS | TOTAL POINTS |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|------------|----------------|--------------|
| 1. Location of Proposed Building | Building is within the vicinity Central Cape Town (Observatory, Pinelands, Mowbray, Salt River and surrounding areas), and is located close to the following facilities - |                                                                                                                           |            |                |              |
|                                  | Distance to main highways/freeways and main roads                                                                                                                         | The proposed building is more than 5km away from a main highway/freeway and a main road                                   | 5          | 10             | 30           |
|                                  |                                                                                                                                                                           | The proposed building is less than 5km away from a main highway/freeway and a main road                                   | 10         |                |              |
|                                  | Distance to bus stops, taxi ranks and train stations                                                                                                                      | The proposed building is more than 2 kilometres from a bus stop, taxi rank, or train station                              | 3          | 10             |              |
|                                  |                                                                                                                                                                           | The proposed building is between 1-2 kilometres from a bus stop, taxi rank, or train station                              | 8          |                |              |
|                                  |                                                                                                                                                                           | The proposed building is less than 1 kilometre from a bus stop, taxi rank, or train station                               | 10         |                |              |
|                                  | Retail Shopping                                                                                                                                                           | The proposed building is more than 3 kilometres away from a retail or shopping facility (facilities), and restaurants     | 3          | 10             |              |
|                                  |                                                                                                                                                                           | The proposed building is within 1-3 kilometres of a retail or shopping facility (facilities), and restaurants             | 5          |                |              |
|                                  |                                                                                                                                                                           | The proposed building is less than 1 kilometre away from a retail or shopping facility (facilities), and restaurants      | 8          |                |              |
|                                  |                                                                                                                                                                           | The proposed building is less than half a kilometre away from a retail or shopping facility (facilities), and restaurants | 10         |                |              |

|                                                                      |                                                                                                                                                                              |                                                                                                                                                                                                                      |    |    |    |
|----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|----|
| 2. Project Management, Skills and Qualifications of the project team | Bidders must submit a detailed project plan including the following:                                                                                                         |                                                                                                                                                                                                                      |    |    |    |
|                                                                      | Work breakdown structure, critical path responsibilities and costing for tenant installations, detailed contingency proposal as indicated in the proposal                    | No project plan submitted, or project plan does not relate to the services required in this bid                                                                                                                      | 0  | 10 | 20 |
|                                                                      |                                                                                                                                                                              | The project plan does not include the information required, or the information provided is incomplete. Some or all of the information provided does not relate to services required in this bid                      | 4  |    |    |
|                                                                      |                                                                                                                                                                              | The project plan is comprehensive and includes all the information required to be included, and the information relates to services required in this bid                                                             | 10 |    |    |
|                                                                      | Demonstrate capability; Qualifications, experience and competency of the team (Team members CV's should be included)                                                         | Bidder did not submit documentation to demonstrate its capability to undertake this service, did not demonstrate the experience and competency of its project team, including providing their qualifications and CVs | 2  | 10 |    |
|                                                                      |                                                                                                                                                                              | Bidder did submit documentation to demonstrate its capability to undertake this service, did demonstrate the experience and competency of its project team, including providing their qualifications and CVs         | 10 |    |    |
| 3. Provision of Turnkey Solution                                     | Bidder demonstrates the capability and ability to provide a turnkey installation service (spatial design and layout, partitioning, installation of doors, locks, ironmongery | No proposal is submitted to satisfy this requirement                                                                                                                                                                 | 0  | 10 | 10 |

|                                                                        |                                                                                                                                                                                                                                                 |                                                                                                                                                                          |    |    |    |
|------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|----|
|                                                                        | requirements, internal floor coverings and skirting requirements, internal wall finishing, additional internal electrical requirements, additional plumbing and water requirements, installation of air conditioners etc.). List not exhaustive | A proposal is submitted to satisfy this requirement, but it is mostly unsuitable for SARAO's requirements as articulated in this bid document                            | 2  |    |    |
|                                                                        |                                                                                                                                                                                                                                                 | Proposal is submitted, and is mostly suitable for SARAO's requirements as articulated in this bid document                                                               | 10 |    |    |
| 4. Building Attributes (in terms of Scope of Work, refer to pages 2-3) | Grade, gross lettable area, building services                                                                                                                                                                                                   | The proposed building does not all the minimum attributes as required, and is completely inadequate for SARAO's requirements as articulated in the scope of work         | 0  | 10 |    |
|                                                                        |                                                                                                                                                                                                                                                 | The proposed building does not meet most of the minimum attributes as required, and is generally inadequate for SARAO's requirements as articulated in the scope of work | 2  |    |    |
|                                                                        |                                                                                                                                                                                                                                                 | The proposed building does not meet all the minimum attributes as required, but is generally adequate for SARAO's requirements as articulated in the scope of work       | 6  |    |    |
|                                                                        |                                                                                                                                                                                                                                                 | The proposed building meets or exceeds all the required attributes                                                                                                       | 10 |    |    |
|                                                                        | Technology and Communication                                                                                                                                                                                                                    | The proposed building does not meet any of the attributes as required, or the attributes are inadequate                                                                  | 0  | 10 | 30 |
|                                                                        |                                                                                                                                                                                                                                                 | The proposed building does not meet all the attributes as required or the attributes are mostly inadequate                                                               | 4  |    |    |
|                                                                        |                                                                                                                                                                                                                                                 | The proposed building meets all the required attributes                                                                                                                  | 10 |    |    |
|                                                                        | Public environment                                                                                                                                                                                                                              | The proposed building does not meet any of the minimum attributes for the public                                                                                         | 0  | 10 |    |



|                        |                                                                                                                                                              |                                                                                                                                                                                                     |    |    |     |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|-----|
|                        |                                                                                                                                                              | environment as required, and is completely inadequate for SARAO's requirements as articulated in the scope of work                                                                                  |    |    |     |
|                        |                                                                                                                                                              | The proposed building does not meet most of the minimum attributes for the public environment as required, and is generally inadequate for SARAO's requirements as articulated in the scope of work | 2  |    |     |
|                        |                                                                                                                                                              | The proposed building does not meet the minimum attributes as required, but is generally adequate for SARAO's requirements as articulated in the scope of work                                      | 6  |    |     |
|                        |                                                                                                                                                              | The proposed building meets all the required attributes                                                                                                                                             | 10 |    |     |
| 5. Bidder's Experience | The bidders must demonstrate the project management team experience in providing similar services Please attach signed referral letters with contact numbers | Bidder did not submit any reference letters, or the reference letters submitted are irrelevant to the services required in this bid                                                                 | 0  | 10 | 10  |
|                        |                                                                                                                                                              | Bidder submitted 1-2 reference letters, and the letter(s) relate to the services required in this bid                                                                                               | 5  |    |     |
|                        |                                                                                                                                                              | Bidder submitted at least 3 reference letters, and the letters relate to the services required in this bid                                                                                          | 9  |    |     |
|                        |                                                                                                                                                              | Bidder submitted more than 3 reference letters, and the letters relate to the services required in this bid                                                                                         | 10 |    |     |
| Total                  |                                                                                                                                                              |                                                                                                                                                                                                     |    |    | 100 |

**Bidders must score a minimum of 70 out of a possible 100 points in order to be evaluated further is Stage 2.3.**

## STAGE 2.3 – SITE VISIT

- (i) Bidders or their representative should be present at the site visit.
- (ii) SARAO will communicate the time and date of the visit with bidder.
- (iii) All offices and facilities should be accessible during the visit.
- (iv) SARAO reserves the right to interview current tenants and take photos of the premises.
- (v) Functionality points scored in Stage 2.2 will be impacted by the site visit, and points scored may be revised as necessitated.

### STAGE 3 – PRICE AND SPECIFIC GOALS SCORING

Bids which meet the minimum requirements in Stage 2, will be evaluated on Price and Specific Goals (Stage 3) as follows -

| CRITERIA                                             | POINTS |
|------------------------------------------------------|--------|
| PRICE                                                | 90     |
| SPECIFIC GOALS (B-BBEE STATUS LEVEL OF CONTRIBUTION) | 10     |
| TOTAL POINTS FOR PRICE AND B-BBEE MUST NOT EXCEED    | 100    |

# PART A.1 – BID PREPARATION

## BIDDING INSTRUCTIONS

Bidders are urged to carefully study these bidding instructions, as well as all corresponding instructions pertaining to the bid evaluation criteria, scope of services, pricing and returnable, contained in this bid document. Failure to comply with these instructions will be at the bidder's risk, and may affect the evaluation of its bid.

|     |                                                                                                                                                                                                                                                                                                      |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b><u>Late bids</u></b>                                                                                                                                                                                                                                                                              |
| 1.1 | Bids received after the closing time and/or date will not be considered.                                                                                                                                                                                                                             |
| 2.  | <b><u>Authority of bid signatory</u></b>                                                                                                                                                                                                                                                             |
| 2.1 | The bid must be signed by a person duly authorised to do so.                                                                                                                                                                                                                                         |
| 3.  | <b><u>Clarification of the bid</u></b>                                                                                                                                                                                                                                                               |
| 3.1 | A bidder requiring any clarification of the bid documents may direct the request for clarification in writing, to the SARAO representatives listed on the cover page of this bid document.                                                                                                           |
| 3.2 | A response will be provided by SARAO in writing. The response (including an explanation of the query, but without identifying the source of the query) will be sent to all prospective, identifiable bidders.                                                                                        |
| 3.3 | The last date for the submission of requests for clarification shall be three (3) working days from the closing date of the tender.                                                                                                                                                                  |
| 4.  | <b><u>Bid preparation costs</u></b>                                                                                                                                                                                                                                                                  |
| 4.1 | Bidders will be responsible for all costs associated with the preparation and submissions of their bids.                                                                                                                                                                                             |
| 5.  | <b><u>Tender Briefing Session and Site Visits</u></b>                                                                                                                                                                                                                                                |
| 5.1 | Where applicable, the arrangements for a compulsory / non-compulsory tender briefing session and / or site visit are as stated in the Invitation to Tender.                                                                                                                                          |
| 5.2 | Bidders should be represented by a person or persons who are suitably qualified and experienced to comprehend the aspects of the work involved.                                                                                                                                                      |
| 5.3 | Where the briefing session or site visit is compulsory, bidders not represented at such briefing session or site visit will be precluded from submitting a bid.                                                                                                                                      |
| 6.  | <b><u>Counter proposals</u></b>                                                                                                                                                                                                                                                                      |
| 6.1 | No counter proposals will be accepted.                                                                                                                                                                                                                                                               |
| 7.  | <b><u>Alterations to the bid document</u></b>                                                                                                                                                                                                                                                        |
| 7.1 | Bidders may not make any alterations or additions to the content of this bid document, except to comply with the instructions issued by SARAO. Any alterations made to the content of this bid document other than those mandated by SARAO will result in the invalidation of a bidder's submission. |
| 8.  | <b><u>Submitting a tender offer</u></b>                                                                                                                                                                                                                                                              |
| 8.1 | Bidders may submit one tender offer only, either as a single tendering entity or as a member of a joint venture or consortium, unless otherwise stated in this bid document.                                                                                                                         |

|      |                                                                                                                                                                                                                                                                                                                                     |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.2  | Each party to a joint venture or consortium must individually complete and submit the SBD returnable schedules included in this bid document.                                                                                                                                                                                       |
| 8.3  | Bidders must return all returnable documents and schedules after completing them in their entirety, preferably electronically, or by writing legibly in non-erasable ink.                                                                                                                                                           |
| 8.4  | The bid document must be submitted in its entirety.                                                                                                                                                                                                                                                                                 |
| 9.   | <b><u>Alternative Tender Offers</u></b>                                                                                                                                                                                                                                                                                             |
| 9.1  | Unless otherwise stated in this bid document, alternative tenders offer may only be submitted if a main tender offer, strictly in accordance with all the requirements of the bid documents is also submitted, as well as a schedule that compares the requirements of the bid document with the alternative requirements proposed. |
| 9.2  | An alternative tender offer must be based only on the criteria stated in this bid document, or criteria otherwise acceptable to SARAO.                                                                                                                                                                                              |
| 9.3  | An alternative tender offer will only be considered if the main tender offer is the winning tender.                                                                                                                                                                                                                                 |
| 9.4  | For the purposes of this Tender (Ref - NRF/SARAO SCTO/23/2023-24) no alternative bid offers will be accepted.                                                                                                                                                                                                                       |
| 10.  | <b><u>Clarification of bidder's tender offer after submission</u></b>                                                                                                                                                                                                                                                               |
| 10.1 | Bidders may be required by SARAO, to provide clarification of their tender offer during the bid evaluation or adjudication stages. This may include providing a breakdown of rates or prices, or correction of arithmetical errors by the adjustment of certain rates or item prices (or both).                                     |
| 10.2 | No change in the competitive position of bidders or substance of the tender offer may be sought, offered, or permitted.                                                                                                                                                                                                             |
| 11.  | <b><u>Two envelope system</u></b>                                                                                                                                                                                                                                                                                                   |
| 11.1 | SARAO utilises the two-envelope system to minimise any form of price bias in the technical evaluation phase.                                                                                                                                                                                                                        |
| 11.2 | All responses must be submitted in two electronic folders; the first folder shall contain the technical, and compliance response and the second shall contain only the pricing response.                                                                                                                                            |
| 11.3 | Bidders must ensure that they do not include any pricing details in the first envelope/folder, as SARAO reserves the right to disqualify such bids.                                                                                                                                                                                 |
| 11.4 | <b>Bidders are required to package their bid as follows:</b> <ul style="list-style-type: none"> <li>● Envelope/ Folder 1:      <b>Compliance and Technical Response</b></li> <li>● Envelope/ Folder 2:      <b>Pricing Response</b></li> </ul>                                                                                      |
| 12.  | <b><u>Central Supplier Database registration</u></b>                                                                                                                                                                                                                                                                                |
| 12.1 | No award may be made to a bidder who is not registered with the National Treasury Central Supplier Database (CSD), and has not submitted evidence of such registration in the form of a valid CSD Registration Number.                                                                                                              |
| 12.2 | Bidders not registered with CSD are not precluded from submitting bids, but must be registered prior to award of the bid.                                                                                                                                                                                                           |
| 13.  | <b><u>Tax compliance status</u></b>                                                                                                                                                                                                                                                                                                 |
| 13.1 | Bidders must ensure that their tax matters are in order. No award will be made to any bidder whose tax matters have not been declared to be in order by the South African Revenue Services (SARS).                                                                                                                                  |
| 13.2 | Each party to a joint venture, consortium or partnership must comply with the above requirement.                                                                                                                                                                                                                                    |
| 13.3 | The bid will be declared non-responsive in the event that the bidder's tax matters are shown not be in order, and the bidder fails to ensure that its tax matters are in order within a minimum of 7 days, or within such extended timeframe as may be granted by SARAO in writing.                                                 |
| 14.  | <b><u>Due Diligence during Bid Evaluation</u></b>                                                                                                                                                                                                                                                                                   |

|        |                                                                                                                                                                                                                                                                                                                                                              |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14.1   | During the evaluation of the bid, SARAO reserves the right carry out such due diligence on shortlisted bidders as it deems necessary, which due diligence may include requiring shortlisted bidders to submit reference letters from clients for whom similar services have been provided.                                                                   |
| 14.2   | Where reference letters are requested, they must comply with performance indicators specified by SARAO, specific to the bid under consideration.                                                                                                                                                                                                             |
| 14.3   | SARAO reserves the right to disqualify a bid where reference letters provided do not satisfy the performance indicators specified by SARAO.                                                                                                                                                                                                                  |
| 15.    | <b><u>Invalid bids</u></b>                                                                                                                                                                                                                                                                                                                                   |
| 15.1   | Tenders shall be invalid if –                                                                                                                                                                                                                                                                                                                                |
| 15.1.1 | In a two-envelope system, a bidder fails to submit both a technical proposal and a separate financial offer.                                                                                                                                                                                                                                                 |
| 15.1.2 | The bidder is listed on the National Treasury's Register for Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, or has been listed on the National Treasury's List of Restricted Suppliers and who is therefore prohibited from doing business with the public sector.                                    |
| 15.3   | The bidder has been restricted from doing business with any Organ of State.                                                                                                                                                                                                                                                                                  |
| 16.    | <b><u>Price negotiations prior to award</u></b>                                                                                                                                                                                                                                                                                                              |
| 16.1   | The award of this bid may be subject to price negotiations with the preferred bidder or bidders, where there are opportunities for realising cost savings, or where bid prices are not considered reasonable or market related.                                                                                                                              |
| 16.2   | SARAO reserves the right to reject overpriced or under-priced bids outside the identified price range for the bid.                                                                                                                                                                                                                                           |
| 17.    | <b><u>Cancellation of the bid prior to award</u></b>                                                                                                                                                                                                                                                                                                         |
| 17.1   | SARAO reserves the right to cancel this bid at any time before award, where -                                                                                                                                                                                                                                                                                |
| 17.1.1 | Due to changed circumstances there is no longer a need for the services specified in this bid.                                                                                                                                                                                                                                                               |
| 17.1.2 | Funds are no longer available to cover the total envisaged expenditure for the project.                                                                                                                                                                                                                                                                      |
| 17.1.3 | No bids meet the required specifications.                                                                                                                                                                                                                                                                                                                    |
| 17.1.4 | There is a material irregularity in the bid process.                                                                                                                                                                                                                                                                                                         |
| 18.    | <b><u>Bid award</u></b>                                                                                                                                                                                                                                                                                                                                      |
| 18.1   | The bid will be awarded after approval by the NRF, to the bidder with the highest combined score for Price and specific goals, unless other objective criteria, specified in the bid document, applies.                                                                                                                                                      |
| 18.2   | The award will be subject to final verification of the bidder's tax compliance status.                                                                                                                                                                                                                                                                       |
| 19.    | <b><u>Collusion, fraud and corruption</u></b>                                                                                                                                                                                                                                                                                                                |
| 19.1   | Any effort by the bidder to influence evaluation, comparisons, or award decisions in any manner will result in the rejection and disqualification of the bidder concerned.                                                                                                                                                                                   |
| 19.2   | <b>The NRF/SARAO would never offer payment or any other consideration in return for the favourable consideration of a bid. Please report any suspected acts of fraud or corruption to the following toll-free number - 0800 701 701 or SMS 39772.</b>                                                                                                        |
| 20.    | <b><u>Fronting</u></b>                                                                                                                                                                                                                                                                                                                                       |
| 20.1   | SARAO supports Government's Broad-based Black Economic Empowerment (B-BBEE) initiatives, recognising that real empowerment is achieved by individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent, and legally compliant manner. Therefore, SARAO condemns any form of fronting. |
| 20.2   | SARAO's evaluation committees may conduct or initiate investigations to determine the accuracy of bidders' B-BBEE                                                                                                                                                                                                                                            |

|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|             | representations.                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>20.3</b> | Should SARAO have reasonable grounds to suspect any form of fronting, the bidder in question will be notified and given 7 days from the date of notification to provide evidence refuting the finding of fronting.                                                                                                                                                                                                                             |
| <b>20.4</b> | Should the bidder be unable to refute the finding to the satisfaction of SARAO, SARAO reserves the right to reject the bid submitted by the bidder or cancel any contracts entered into with the bidder, and apply to National Treasury to restrict for the bidder to be restricted from conducting business with the public sector for a period not exceeding 10 years, and exercise any other remedies SARAO may have against such a bidder. |
| <b>21.</b>  | <b><u>Disclaimers</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>21.1</b> | SARAO has produced this document in good faith. SARAO, its agents, and its employees and associates do not warrant its accuracy or completeness; make no representation, warranty, assurance, guarantee or endorsements to any third parties concerning the document. SARAO has no liability towards the bidders in connection therewith.                                                                                                      |

# PART B – THE CONTRACT

## SBD 7.2 - CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS

### PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I, ....., in my capacity as ..... hereby undertake to render services described in the attached bidding documents to the **South African Radio Astronomy Observatory (SARAO)**, in accordance with the requirements and task directives / proposals specifications stipulated in **Bid Number: NRF/SARAO SCTO/23/2023-24** at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Client during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form, and be read and construed as part of this Agreement:
  - 2.1 The Bid Document (Ref No. NRF/SARAO SCTO/23/2023-24);
  - 2.2 The lease agreement to be concluded between SARAO and the appointed bidder;
  - 2.2 The Service Provider's bid submission in response to Bid Ref. NRF/SARAO SCTO/23/2023-24;
  - 2.3 The Service Provider's bid price in response to Bid Ref. NRF/SARAO SCTO/23/2023-24;
  - 2.4 Any Annexures, Schedules or Addendums referred to in the abovementioned documents.
3. The Service Provider confirms that it has satisfied itself as to the correctness and validity of its bid; that the price(s) and rate(s) quoted cover all the services specified in the Bid Document; that the price(s) and rate(s) cover all its obligations, and accepts that any mistakes regarding its price(s) and rate(s) and calculations will be at its own risk.
4. The Service Provider accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on it under this Agreement.
5. The Service Provider declares that it has not participated in any collusive practices with any third party regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

#### WITNESSES

1 .....

2 .....

DATE: .....



## SBD 7.2 - CONTRACT FORM - RENDERING OF SERVICES

### PART 2 (TO BE FILLED IN BY THE PURCHASER (SARAO))

1. I, ....., in my capacity as ..... accept your bid under Reference Number: NRF/SARAO SCTO/23/2023-24 for the rendering of the services indicated hereunder and/or further specified in the annexure(s).

2. An official purchaser order indicating service delivery instructions is forthcoming.

3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

2.2 The Service Provider's bid submission in response to Bid Ref. NRF/SARAO SCTO/23/2023-24;

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ..... ON .....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP .....

DATE .....

#### WITNESSES

1 .....

2 .....

DATE: .....

# PART B.1 – PRICING

## PRICING INSTRUCTIONS

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | <b>Applicable Currency:</b> All prices shall be quoted in South African Rand.                                                                                                                                                                                                                                                                                                                                                                                         |
| 2. | <p><b>Completion of Pricing Schedule:</b> Bidders shall complete the pricing schedule in full, inserting all the information required therein.</p> <p>In addition to the pricing schedule in this bid document, bidders may prepare a more detailed pricing schedule should they wish to do so, and include this in their pricing proposal, provided that such additional pricing schedule is in line with the deliverables on the SARAO issued pricing schedule.</p> |
| 3. | <b>Applicability of Quoted Prices:</b> All quoted prices must remain firm for the duration of the contract, unless stipulated otherwise in the special conditions of contract.                                                                                                                                                                                                                                                                                        |
| 4. | <b>Total Bid Cost:</b> Prices quoted must include all applicable taxes including VAT, less all unconditional discounts, plus all costs to deliver the services and/or goods.                                                                                                                                                                                                                                                                                          |
| 5. | <b>Exchange Rate Fluctuations:</b> Where imported goods or services are to be used, and pricing is subject to exchange rate fluctuations, the applicable foreign currency must be stipulated, as well as the exchange rate at the time of bidding. The portion of the bid price subject to exchange rate fluctuations must be stated.                                                                                                                                 |
| 6. | <b>Bid Price Calculation:</b> Estimates of quantities are provided to allow for the calculation of a bid price that allows equal comparison between bidders.                                                                                                                                                                                                                                                                                                          |
| 7. | <b>Submission of Pricing:</b> Bidders must submit their pricing proposals in an unzipped electronic folder.                                                                                                                                                                                                                                                                                                                                                           |

## BID PRICE SCHEDULE (SBD 3.1)

(Submit pricing in separate electronic folder)

| No. | Deliverables                                                       | Rate | Square Meterage /<br>Quantity | Annual Escalation (%) | Annual Rental | Total Annual Rental<br>(including VAT) |
|-----|--------------------------------------------------------------------|------|-------------------------------|-----------------------|---------------|----------------------------------------|
| 1.  | Rate per square metre                                              |      |                               | N/A                   |               |                                        |
| 2   | Parking Bays (covered or underground)                              |      |                               | N/A                   |               |                                        |
| 3   | Parking Bays (open)                                                |      |                               | N/A                   |               |                                        |
| 4   | Operating cost (electricity, water, rates,<br>sewerage, generator) |      |                               | N/A                   |               |                                        |
| 5   | Tenant Allowance                                                   |      |                               | N/A                   |               |                                        |

|                                                |  |  |   |  |  |
|------------------------------------------------|--|--|---|--|--|
| <b>YEAR 1</b>                                  |  |  |   |  |  |
| <b>YEAR 2</b><br>(Including annual escalation) |  |  | % |  |  |
| <b>YEAR 3</b><br>(Including annual escalation) |  |  | % |  |  |
| <b>TOTAL BID PRICE (YEAR 1-3)</b>              |  |  |   |  |  |

## PART C – RETURNABLE SCHEDULES

| INVITATION TO BID (SBD 1)                                                                                               |  |                                        |  |
|-------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------|--|
| Bid number                                                                                                              |  | NRF/SARAO SCTO/23/2023-24              |  |
| Closing date and time                                                                                                   |  | Friday, 1 September 2023 at 11.00AM    |  |
| SUMMARY OF BID REQUIREMENTS                                                                                             |  |                                        |  |
| LEASE OF OFFICE BUILDING FOR SARAO FOR A PERIOD OF 3 YEARS, WITH AN OPTION TO RENEW FOR AN ADDITIONAL PERIOD OF 2 YEARS |  |                                        |  |
| Two envelope system                                                                                                     |  | Yes                                    |  |
| Price validity period from date of closure                                                                              |  | One hundred and twenty days (120) days |  |
| SUPPLIER INFORMATION                                                                                                    |  |                                        |  |
| Name of Bidder                                                                                                          |  |                                        |  |
|                                                                                                                         |  |                                        |  |
| Postal Address                                                                                                          |  |                                        |  |
|                                                                                                                         |  |                                        |  |
| Street Address                                                                                                          |  |                                        |  |
|                                                                                                                         |  |                                        |  |
| Telephone Number                                                                                                        |  |                                        |  |
| Code                                                                                                                    |  | Number                                 |  |
| Cell Phone Number                                                                                                       |  |                                        |  |
| Code                                                                                                                    |  | Number                                 |  |
| Facsimile Number                                                                                                        |  |                                        |  |
| Code                                                                                                                    |  | Number                                 |  |
| E-Mail Address                                                                                                          |  |                                        |  |
|                                                                                                                         |  |                                        |  |
| VAT Registration Number                                                                                                 |  |                                        |  |
|                                                                                                                         |  |                                        |  |

|                                                                                                                                                                                       |                                                                                    |                                                                               |                                                                                                      |                               |      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------|------|
| <b>Tax Compliance Status</b>                                                                                                                                                          | Tax Compliance System PIN                                                          |                                                                               | <b>OR</b>                                                                                            | Central Supplier Database No. | MAAA |
| <b>B-BBEE Status Level Verification Certificate</b>                                                                                                                                   | Tick Applicable Box.<br><input type="checkbox"/> Yes <input type="checkbox"/> No   | <b>B-BBEE Status Level Sworn Affidavit</b>                                    | Tick Applicable Box.<br><input type="checkbox"/> Yes <input type="checkbox"/> No                     |                               |      |
| [A B-BBEE status level verification certificate/sworn affidavit (for EMEs & QSEs) must be submitted in order to qualify for preference points for B-BBEE – also refer to the SBD 6.1] |                                                                                    |                                                                               |                                                                                                      |                               |      |
| <b>Are you the accredited representative in South Africa for the goods/services/works offered?</b>                                                                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[If yes enclose proof] | <b>Are you a foreign-based supplier for the goods/services/works offered?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[If yes, answer the questionnaire below] |                               |      |

|                                                                 |                                                          |
|-----------------------------------------------------------------|----------------------------------------------------------|
| 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).

### BID SUBMISSION

- |    |                                                                                                                                                                                                                                                                                                                                                                                              |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.                                                                                                                                                                                                                                                                      |
| 2. | All bids must be submitted on the officially provided forms provided – (not to be re-typed) or in the manner prescribed in the bid document.                                                                                                                                                                                                                                                 |
| 3. | This bid is subject to the specifications and special conditions of contract pertaining to this bid, the Preferential Procurement Policy Framework Act, 2000, the General Conditions of Contract (GCC), and any other legislative requirements if applicable to this bid. These are included in this document thereby forming the contract between the NRF and the appointed/awarded bidder. |
| 4. | The successful bidder will be required to fill in and sign the contract signature form (SBD7.1) for this contract.                                                                                                                                                                                                                                                                           |

### TAX COMPLIANCE REQUIREMENTS

- |    |                                                                                                                                                                                                                                                                                                                         |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Bidders must ensure compliance with their tax obligations.                                                                                                                                                                                                                                                              |
| 2. | Where the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided                                                                                                                                                                                                                    |
| 3. | Bidders must submit their unique personal identification number (PIN) issued by SARS to enable the Organ of State to verify the taxpayer's profile and tax status. Application for tax compliance status (TCS) pin is made via e-filing through the SARS website <a href="http://www.sars.gov.za">www.sars.gov.za</a> . |
| 4. | Bidders may also submit a printed TCS certificate together with the bid, available via e-filing through the SARS website <a href="http://www.sars.gov.za">www.sars.gov.za</a> .                                                                                                                                         |
| 5. | In bids where consortia/ joint ventures/ sub-contractors are involved; each party must submit a separate TCS                                                                                                                                                                                                            |

|    |                                                                                                                                                                                                                     |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | certificate/PIN/CSD number.                                                                                                                                                                                         |
| 6. | No bids will be considered from persons in the service of the state, companies with directors who are persons in the service of the state, or close corporations with members' persons in the service of the state. |

## SBD 4 BIDDER'S DISCLOSURE

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                  |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------|
| <b>1.</b> | <b>PURPOSE OF THE FORM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |                                  |
| 1.1       | <p>Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.</p> <p>Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.</p> |                        |                                  |
| <b>2.</b> | <b>BIDDER'S DECLARATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |                                  |
| 2.1       | Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest <sup>2</sup> in the enterprise, in the service of the State?                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>YES / NO</b>        |                                  |
| 2.1.1     | If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below -                                                                                                                                                                                                                                                                                                                                         |                        |                                  |
|           | <b>Full Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Identity Number</b> | <b>Name of State Institution</b> |
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                  |
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                  |
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                  |
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                  |
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                  |
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                                  |
| 2.2       | Do you, or any person connected with the bidder, have a relationship with any person employed by the procuring entity?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>YES / NO</b>        |                                  |
| 2.2.1     | If so, furnish particulars:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |                                  |
| 2.3       | Does the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?                                                                                                                                                                                                                                                                                                                                                           | <b>YES / NO</b>        |                                  |

<sup>2</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



|                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.3.1                                                                                                                                                                                                                                        | If so, furnish particulars:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 3.                                                                                                                                                                                                                                           | <b>DECLARATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect -                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 3.1                                                                                                                                                                                                                                          | I have read and understand the contents of this disclosure;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 3.2                                                                                                                                                                                                                                          | I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 3.3                                                                                                                                                                                                                                          | The bidder has arrived at the accompanying bid independently from and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium <sup>3</sup> will not be construed as collusive bidding.                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3.4                                                                                                                                                                                                                                          | In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.                                                                                                                                                                                                                      |
| 3.5                                                                                                                                                                                                                                          | There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.                                                                                                                                                                                                                                                                  |
| 3.6                                                                                                                                                                                                                                          | I am aware that, in addition, and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation. |
| <b>CERTIFICATION</b>                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 AND 3 ABOVE IS CORRECT.                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| I ACCEPT THAT THE STATE MAY REJECT MY BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

<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.

.....

Date

.....

Signature

.....

Position

.....

Name of bidder

## SBD 6.1 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

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

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

### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2 The applicable preference point system for this tender is the 90/10 preference point system.
- 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 The maximum points for this tender are allocated as follows:
- |                                                  | POINTS     |
|--------------------------------------------------|------------|
| PRICE                                            | 90         |
| SPECIFIC GOALS                                   | 10         |
| <b>Total points for Price and SPECIFIC GOALS</b> | <b>100</b> |
- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

### 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

### 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

#### 3.1. POINTS AWARDED FOR PRICE

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

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

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

80/20                      or                      90/10

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

### 4. POINTS AWARDED FOR SPECIFIC GOALS

Table 1: Specific goals for the tender and points claimed are indicated per the table below and is based on B-BBEE Status Level of Contribution of the Bidder.

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

| B-BBEE Status Level of Contribution | Number of points allocated (80/20 system) (between R2 000 and R50 000 000) | Number of points claimed (80/20 system) (To be completed by the tenderer) |
|-------------------------------------|----------------------------------------------------------------------------|---------------------------------------------------------------------------|
| 1                                   | 20                                                                         |                                                                           |
| 2                                   | 18                                                                         |                                                                           |
| 3                                   | 14                                                                         |                                                                           |
| 4                                   | 12                                                                         |                                                                           |
| 5                                   | 8                                                                          |                                                                           |
| 6                                   | 6                                                                          |                                                                           |
| 7                                   | 4                                                                          |                                                                           |
| 8                                   | 2                                                                          |                                                                           |
| Non-compliant contributor           | 0                                                                          |                                                                           |

### DECLARATION WITH REGARD TO COMPANY/FIRM

4.1. Name of company/firm.....

4.2. Company registration number: .....

4.3. TYPE OF COMPANY/ FIRM

|                                                                 |                                                     |
|-----------------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Partnership/Joint Venture / Consortium | <input type="checkbox"/> Personal Liability Company |
| <input type="checkbox"/> One-person business/sole propriety     | <input type="checkbox"/> (Pty) Limited              |
| <input type="checkbox"/> Close corporation                      | <input type="checkbox"/> Non-Profit Company         |
| <input type="checkbox"/> Public Company                         | <input type="checkbox"/> State Owned Company        |

[TICK APPLICABLE BOX]

4.4. 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, 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:**

.....

## BID SIGNATURE (SBD 1)

I, the bidder, warrant by signature as having read and accepted each page in this document including any annexures attached to this document. I undertake to supply all or any of the goods, works, and services described in this procurement invitation to SARAO in accordance with the requirements and specifications stipulated in this bid document at the price/s quoted. I confirm that I have satisfied myself as to the correctness and validity of my offer/bid in response to this invitation, covering all my obligations and I accept that any mistakes regarding price(s), rate(s), and calculations are at my own risk. My offer remains binding upon me and open for acceptance by SARAO during the validity period indicated and calculated from the closing time of bid invitation. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this document as the principal liable for the due fulfilment of the subsequent contract conditions if awarded to me.

I declare that during the bidding period did not have access to any SARAO proprietary information or any other matter that may have unfairly placed our bid in a preferential position in relation to any of the other bidder(s).

I confirm that I am duly authorised to sign this offer/ bid response.

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)

## ANNEXURES

| Annexure Number | Annexure Links and Title                        |
|-----------------|-------------------------------------------------|
| A               | SARAO Site Area of Interest – Cape Town Central |

# ANNEXURE A

