



Great North Transport ^(SOC)
Ltd

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE PROVISION OF
SPARES, PARTS AND CONSUMABLES FOR A PERIOD OF THREE (3) YEARS**

**CLOSING DATE: 25 OCTOBER 2023 12:00 NOON
130A Marshall Street, Polokwane, 0699**

GNT/SPARTS/05/2023

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1. PROPRIETARY INFORMATION

Great North Transport (SOC) Ltd (GNT) considers this Tender and all related information, either written or verbal, which is provided to the respondent, to be proprietary to GNT. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this specification or related information to any third party without the prior written consent of GNT.

2. ENQUIRIES

All communication and attempts to solicit information of any kind relative to this Bid should be channelled in writing to:

Contact person:

Name : Brigitte Mokgabudi and Lucy Mashapa

Telephone Number: (015) 291 2641

Email address : Mokgabudib@gntpassenger.co.za

Email address : Mashapalm@gntpassenger.co.za

3. BID VALIDITY PERIOD

Responses to this tender received from vendors will be valid for a period of 120 Days counted from the closing date of the tender.

4. INSTRUCTIONS ON SUBMISSION OF BIDS

- 4.1 Tenders should be submitted in duplicate (2 hard copies) all bound in a sealed envelope endorsed, GNT/SPARTS/05/2023: ***Appointment of the panel of service providers for Provision of Spares, Parts and consumable;*** and one electronic copy (on CD) in PDF format. The sealed envelope must be placed in the tender box at the Main Reception area of GNT at 130A Marshall Street, Polokwane 0699. **BIDDERS ARE NOT ALLOWED TO SUBMIT TENDERS AT GNT REGIONAL OFFICES.**
- 4.2 Tenders must be submitted in a prescribed response format herewith reflected as Response Format.
- 4.3 The closing date, company name and the return address must also be endorsed on the envelope.
- 4.4 If a courier service company is being used for delivery of the tender document, the tender description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered into the tender box.

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- 4.5 No tender received by telegram, telex, email, facsimile or similar medium will be considered.
- 4.6 Where a tender document is not in the tender box at the time of the tender closing, such a tender document will be regarded as a late tender. Late tenders will not be considered.
- 4.7 Amended tenders may be sent in an envelope marked "Amendment to tender" and should be placed in the tender box before the closing time.

5. PREPARATION OF BID RESPONSE

- 5.1 All the documentation submitted in response to this bid must be in English.
- 5.2 The tenderer is responsible for all the costs that they shall incur related to the preparation and submission of the tender document.
- 5.3 Tenders submitted by Companies must be signed by a person or persons duly authorized thereto by a resolution of a Board of Directors, a copy of which Resolution, duly certified be submitted with the tender.
- 5.4 Bidders should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by GNT in regard to anything arising from the fact that pages are missing or duplicated.
- 5.5 A list of all references (minimum of three) must be included in the bid response.
- 5.6 A valid tax pin must be included in the bid response.
- 5.7 CSD report to be attached

6.SUPPLIER PERFORMANCE MANAGEMENT

- 6.1 Supplier Performance Management is viewed by GNT as critical component in ensuring value for money acquisition and good supplier relations between GNT and all its suppliers.
- 6.2 The successful bidder shall upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with GNT, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor and assess the supplier's performance level and ensure effective delivery of service, quality and value add to GNT's business.
- 6.3 Bidders are required to comply with the above condition, and also provide a scorecard on how their product / service offering is being measured to achieve the objectives of this condition.

7.GNT'S RIGHTS

- 7.1 GNT is entitled to amend any tender conditions, validity period, specifications, or extend the closing date of tenders before the closing date.

All tenderers, to whom the tender documents have been issued, will be advised in writing of such amendments in good time.

- 7.2 GNT reserves the right not to accept the lowest tender or any tender in part or whole. It normally awards the contract to tenderer who proves to be fully capable of handling the contract and who proves to be fully capable of handling the contract and whose tender is technically acceptable and /or financially advantageous to GNT.
- 7.3 GNT reserves the right to award this tender to a purely empowerment company or may award this tender on condition that a joint venture with an empowerment company is formed. This will be added to the criteria when evaluating the tenders.
- 7.4 GNT reserves the right to award this tender as a whole or in part without furnishing reasons.
- 7.5 GNT has the right to come and do site inspection before awarding the tender.

8. UNDERTAKING BY THE BIDDER

- 8.1 The bidder hereby offers to render all or any of the services described in the attached documents to GNT on the terms and conditions and in accordance with the specifications stipulated in this Tender document (and which shall be taken as part of, and incorporated into, this Proposal at the prices inserted therein).
- 8.2 Tenders submitted by Companies must be signed by a person or persons duly authorised thereto by a resolution of a Board of Directors, a copy of which Resolution, duly certified be submitted with the Tender.
- 8.3 The bidder shall prepare for a possible presentation should GNT require such and the tenderer shall be notified thereof no later than 4 (four) days before the actual presentation date.
- 8.4 The bidder hereby agree that the offer herein shall remain binding upon him/her and receptive for acceptance by GNT during the validity period indicated and calculated from the closing hour and date of the Tender; this Proposal and its acceptance shall be subject to the terms and conditions contained in this tender document.
- 8.5 The bidder furthermore confirm that he/she has satisfied himself/herself as to the correctness and validity of his/her Tender response that the price(s) and rate(s) quoted cover all the work/item(s) specified in the Tender response documents and that the price(s) and rate(s) cover all his/her obligations under a resulting contract and that he/she accept that any mistakes regarding price(s) and calculations will be at his/her risk.

- 8.6 The bidder hereby accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this agreement as the principal(s) liable for the due fulfilment of this contract.

9. REASONS FOR DISQUALIFICATIONS

GNT reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder, however the bidder will be notified in writing of such disqualification:

- 9.1 Non tax compliant bidders
- 9.2 Bidders not attending compulsory briefing session as stated on the tender advert.
- 9.3 Bidders who submitted incomplete information and documentation according to the requirements of this bid document.
- 9.4 Bidders who submitted information that is fraudulent, factually untrue or inaccurate information
- 9.5 Bidders who received information not available to other vendors through fraudulent means and /or
- 9.6 A person who has worked for GNT or LEDA can only participate after a year of termination of the contract with GNT or LEDA
- 9.7 Tenders/proposals submitted by a JV or consortium where parties of the JVB agreement does not explicitly state that the parties of the JV or consortium shall be jointly and severally for the execution of the contract in accordance with Contract terms.
- 9.8 Tenders signed by non-authorized persons.
- 9.9 A tender that fails to meet any pre-qualifying criteria stipulated in the tender documents.
- 9.10 Any Tenderer that is restricted by National Treasury
- 9.11 A Tenderer that sub-contracts 100% Scope of Work

10. ADMINISTRATIVE REQUIREMENTS

10.1 RESPONSE FORMAT (RETURNABLE SCHEDULES)

(Mandatory tender returnable)

Tenderers shall submit their responses in accordance with the response format specified below (each schedule must be clearly marked):

- a. Cover Page:** (the cover page must clearly indicate the tender reference number, tender description, and the tenderers name).
- b. Schedule 1:**
 - i. Annexure 1 this tender document (duly completed and signed)
 - ii. Annexure 2 of this tender document (duly completed and signed)
 - iii. CSD detailed report with a tax compliant status
 - iv. Copies of your CIPC company registration documents listing all members with percentages, or latest certified copies of all the share certificates in case of a company.
 - v. Fully completed standard bids documents and signed (Annexures1-2) SBD documents -SBD1, SBD 3.3, SBD 4, SBD6.1,)
 - vi. Signed Audited Financial Statement not older than three years.

NB: The Company must be compliant with CIPC requirements.

c. Schedule 2

- i. Section 2 of this tender document (duly completed)
- ii. Company Profile
- iii. Detailed proposal and execution plan in line with the specifications

d. Schedule 3: Annexure 3 of this document (duly completed and signed)

e. One (1) CD with all the Schedules listed above. (Memory stick/Flash disk)

Note: If a Consortium, Joint Venture or Subcontractor, the documents listed above must be submitted for each Consortium JVB member or subcontractor).

11. EVALUATION CRITERIA AND WEIGHTINGS

Tenders shall be evaluated in terms of the following parameters:

11.1 Administrative

Bids will be evaluated in accordance with the following technical criteria:

ADMINISTRATIVE REQUIREMENTS

BIDDERS ARE REQUESTED TO ATTACH THE FOLLOWING DOCUMENTS:

- Fully completed standard bids documents and signed.
- Detailed CSD report with tax compliant status
- Company profile
- Detailed proposal and execution plan in line with the specifications
- Copies of company registration certificate

Failure to attach the above-mentioned documents or incomplete or unsigned SBD documents shall invalidate your bid.

11.2. Functionality Requirements

Bidders that comply administratively will be evaluated further in terms of the following functionality requirements.

11.2.1. EVALUATION CRITERIA

Functionality Evaluation = 100 Points

90/10 preferential point scoring system will be applicable. The following criteria will be used:

The following criteria will be used:

ITEM	CRETERIA	WEIGHT	VALUE	TOTAL
11.2.1.1	FUNCTIONALITY	30		
a)	Experience of the bidder relating to similar work and track record (Provide and attach three (3) clients list and reference letters) <ul style="list-style-type: none"> • If bidder has relevant experience for 0-3 years = 15 points • If bidder has relevant experience for more than 3 years =20points • If bidder has reference letters -1-2 years=5 points • If bidder has reference letters 3 or more =10 Points 	30 15 20 5 10		

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b)	<p>Does the bidder have local office with operational capabilities or will the use local resources or procure from local business.</p> <ul style="list-style-type: none"> Existing and established within the operational area= 25 points Existing and established out of operational area= 20 points Intention to establish offices within the operational area =15 points If none=0 point <p>Please attached proof of ownership / rental agreements/ municipal accounts as means of verification. The GNT reserves the right to inspect these premises prior to the award of this tender)</p>	<p>25</p> <p>25</p> <p>20</p> <p>15</p> <p>0</p>		
c)	<p>Availability of Spares and Parts (Delivery Lead Time)</p> <ul style="list-style-type: none"> If delivery lead period is within 24 hours =20 points If delivery lead period is within 48 hours=15 points If delivery lead period is within 72 hours =10 points No delivery lead period stated =0 point <p>Please attach letter of commitment.</p>	<p>20</p> <p>20</p> <p>15</p> <p>10</p> <p>0</p>		
d)	<p>Warranty</p> <ul style="list-style-type: none"> If spares carry warranty of 12 months= 25 points If spares carry warranty of 6 months=20points If spares carry warranty of 3 months =15 points ‘ No stated=0 point <p>Please attach confirmation.</p>	<p>25</p> <p>25</p> <p>20</p> <p>15</p> <p>0</p>		
	TOTAL	100		

Note: The minimum qualifying score for functionality is 60%. All tenders that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation on Price and Preference point system .

11.2.2. Preference Point System

CRITERIA	POINTS
Price	90
Preference point system	10
TOTAL	100 points

NB: Point allocation are claimed as per point system reflected in SBD 6.1.

11.2.3. Application pf preference point system for quotation procurement

Specific goal	Number of points (90/10 system)	Means of verification
Black people ownership	3	South African ID and company registration documents / CSD
Women equity	1	South African ID / CSD
Youth equity	1	South African ID / CSD
Disability	1	Medical certificate or equivalent / CSD
Promotion of small businesses	2	Staff complement and annual turnover CSD
Enterprises located within Limpopo	1	Proof of address / CSD
Locally manufactured products	1	Declaration letter from the manufacturer / CSD
Total	10	

SECTION 2:

12. TECHNICAL REQUIREMENTS SPECIFICATIONS

TECHNICAL REQUIREMENTS

12.1 Special Instructions to bidders

12.1.1 Should a vendor have reasons to believe that the requirement Specification is not open and/or is written for a particular brand or product or service provider; the bidder shall notify GNT Procurement within five (5) days after publication of the bid.

12.1.2 Bidders shall provide full and accurate answers to the questions posed in this document, and, where required explicitly state either "Comply/Not Comply" regarding compliance with the requirements. Bidders **must** substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/ technical requirements, failure to substantiate may lead to the bidder being disqualified. All documents as indicated must be supplied as part of the bid response.

Failure to comply with Mandatory Requirements may lead to the bidder being disqualified.

12.2 Background information

Great North Transport (SOC) Ltd herein referred to as GNT is a bus passenger transport company that provides public passenger transport services within Limpopo and part of Mpumalanga Province. The company has an authorised fleet of 200 buses and transports 10 million passengers per annum, operating on 279 routes.

GNT conducts its own repair and maintenance of buses and often needs to procure spares and parts to repair and perform fleet maintenance. On an ad hoc basis when the need for spares and parts arise, quotations will be requested from the appointed panel of service providers.

The company is currently operating a fleet of F94 (2.5), F95 (2.6) Scania buses and MAN Lion Explorer as well Mercedes Benz with the following configuration:

- 4 x 2 Chassis and 6 x 4 Chassis
- Euro 3 to euro 4,euro5 turbocharged intercooled front diesel engine
- 6 Speed fully manual/automatic gearbox
- Single rear axle
- Drum brakes with brake linings
- Brakes disc as well pads
- Leaf spring suspension at the front and rear (drive axle)

12.3 Instances when spares and parts are required

Spares and parts are required on an ad-hoc basis when the need for repairs and maintenance arise. Sometimes bulk orders will be placed and sometimes orders for single items will be made.

12.4 Types of suppliers required

The types of suppliers that are required would provide **original** spares and parts in the following categories for buses and vehicles:

- ❖ Mechanical spares
- ❖ Electrical spares
- ❖ Consumer spares
- ❖ Body parts

The schedule of spares and parts that would frequently be procured is attached in the document

12.5 Lead turn around period.

When an order is placed with a supplier, the spares and parts must be delivered within 24 hours from the receipt of the delivery.

12.6. Technical Specifications for Generic items

Generic items must be according OEM standards:

- Dimensions
- Sizes
- Materials
- Pressures
- Temperatures

TABLE OF FREQUENT SPARES AND PARTS REQUIRED

MECHANICAL	✓	ELECTRICAL SPARES	✓
Centre bearings		Globes in deferent types (eg head lamp, Head lamp globes indicators lenses, Brakes, Park lights, Marker lamps Saloon lights, fog lights)	
Turbo charge		Head lamp relays	
Prop shaft		Flasher units	
Rear Booster (Combination)		Cables in deferent colours	
Front Boosters		Fuses	
Shackle Pins		Pvc tapes	
Spring brackets		Terminals (e.g. Battery terminal, push in terminal eye terminals etc.	
Spring hangers		Wiper blades	
Clutch Kit (Release Bearing, Presure & Clutch Plate)		Wiper motors	
Shackle seals		Starter Motors	
Lift Pump		Regulators for the Alternator	
Wheel Stud and Nuts		V belts (two different types)	
Fuel Filters		Head lights Raleigh	
Oil Filters			
Dif Filters			

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MECHANICAL	✓	ELECTRICAL SPARES	✓
Tie rod ends			
Drop arm Kit			
Air Cleaner elements			
Spring bolts			

12.7. Technical specification for the Brakes for SCANIA F94&F95 as well MAN HB4

- Dimensions
- Sizes
- Materials
- Pressures
- Temperatures

SCANIA F94 (2.5) &F95 (2.5)

- Specific gravity 1.90g/cc
- Hardness Rockwell 100
- Cross Break Strength 35MN/m²
- Ultimate Tensile Strength 20MN/m²
- Compression (between 500-3000Kpa) 0.2%

Recommend Operating Range

- Pressure 70-2000KN/m²
- Maximum rubbing speed 18m/sec
- Maximum continuous Temp 300 degree Celsius
- Maximum intermittent Temp 400 degree Celsius

Premier Material

- Durability under all operating conditions
- Original Equipment approved material
- Proven through extensive field trials
- Good friction stability across the temperature range
- The Friction level for design purposes is 0.38u

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Scania Part No	Description	Diameter
1414153	Front Brake Drum	413x203c275mmΦ/8"
1104544	Front Brake Shoe	203mmΦ/8"
1535240 S	Front Lining Kit	19mmΦ/8"
1414435	Rear Brake Drum	413x254x320mmΦ/10"
1104545	Rear Brake Shoe	254mmΦ/10"
1535250 S	Rear Lining Kit	19mmΦ/10"

MAN HB4 26.310 LL FOC

- Degree of protection with connector/cable= IP 66 A
- Fixture/tightening torque, ECAM=3Xm 12x1.5-Ig,50Nm±3

Air Suspension	Operating Pressure	12.5±0.2
Front axle		
Vehicle above 15t except	Disc brake LUCAS D-ELSA	432mmΦ
Construction site vehicles	Drum brake	410mmΦ
Brake Cylinders	Diaphragm cylinders	Φ see function diagram
Construction site and all-wheels From 1&2.		
Drive vehicles above 15t	S-cam brake	410mmΦ
Rear axle		
Vehicle above 15t except	Disc brake LUCAS D-ELSA	432mmΦ
Construction site vehicles	Drum brake	410mmΦ

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Construction site and all-wheel from 4&5 up to 8 & 9 on Rear axles		
Drive vehicles above 15t	S-cam brake	410mmΦ
Brake cylinders:	Combination brake cylinders (Tristop cylinders)	Φ see function diagram
	Release Pressure	5.8bar

MAN Bus Model Parts List

Product description	✓	OEM Part number	✓
Foot brake valve		4613152640	
Pressure regulator		Generic	
Foot brake chamber		Generic	
Callipers		Generic	
Brake disc front axle		1.81508E/11	
Brake disc rear		1.81508E/13	
Brake disc rear and tag axle		1.81508E/11	
Brake pads front axle		1.81508E/11	
Brake pads rear & tag axle		1.81508E/11	

13. TENDER RESPONSE

The bidders are required to indicate (by a tick next to the relevant box) the products the areas they will provide services. The bid will be awarded in part to a panel of service providers, whoever GNT reserve a right to award the bid as a whole.

#	Depot	Tick
1	Seshego	
2	Makhado	
3	Mokopane	
4	Giyani	
5	Tzaneen	
6	Phalaborwa	
7	Motetema	
8	Hoedspruit	
9	Bapedi	
10	Marble Hall	

14. TECHNICAL EVALUATION CRITERIA

14.1 Mandatory Technical Requirements

14.1. Bidder's relevant Experience	Comply	Not comply
<p>The bidder must demonstrate experience in the area of products they chose to supply</p> <p>Required information: The bidder must provide at least three references for the products the bidder supplied. The following information must be provided regarding the references: Company name, contact person, contact details, Products supplied, challenges/problems encountered, how problems were resolved, and contract duration. Complete this document in Annexure 5.</p>		
Substantiate comments:		

14.2. Non- Mandatory Technical Requirements

14.2.1 Bidder's Experience and skills of the core team:	Comply	Not comply
<p>The bidders team must have the relevant skills and experience:</p> <p>Required information: The bidder must submit the following information regarding the bidders' team composition:</p> <ul style="list-style-type: none"> ❖ The structure of the team (currently in the employ of the bidder) ❖ The credentials of the core team members, clearly highlighting the area of specialization. Document this information in the format in Annexure 3. ❖ Compliance with employment Equity Act <ul style="list-style-type: none"> • To the extent that the tenderer falls within the definition of a "designated Employer" as contemplated in the Employment Equity Act 55 of 1998, the tenderer is required to furnish the 		

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<p>Employer with proof of compliance with the Employment Equity Act, including proof of submission of Employment Equity report to the Department of Labour.</p> <ul style="list-style-type: none">• Audited Financial statements of the tenderer not older than 36 months, Tenders must note that in case of a joint venture or special purpose vehicle (SPV) especially formed for tender/FRP, audited financial statements for each participant in the JV/SPV is required		
<p>Substantiate comments:</p>		

SECTION 3:

15. PRICING PROPOSAL

- ❖ The bidder should provide the price per items listed in the table below.
- ❖ Explain the policy for discounts.
- ❖ All spares and parts should carry a minimum guarantee of 12 months.
- ❖ Any applicable escalation should be specified in the pricing proposal.

MECHANICAL	PRICE	ELECTRICAL SPARES	PRICE
Centre bearings		Globes in deferent types (eg head lamp, Head lamp globes indicators lenses, Brakes, Park lights, Marker lamps .Saloon	
Turbo charge		Head lamp relays	
Prop shaft		Flasher units	
Rear Booster (Combination)		Cables in deferent colours	
Front Boosters		Fuses	
Shackle Pins		Pvc tapes	
Spring brackets		Terminals (eg . Battery terminal, push in terminal eye	
Spring hangers		Wiper blades	
Clutch Kit (Release Bearing, Presure & Clutch Plate)		Wiper motors	
Shackle seals		Starter Motors	
Lift Pump		Regulators for the Alternator	
Wheel Stud and Nuts		V belts (two different types)	
Fuel Filters		Head lights Raleigh	
Oil Filters			
Dif Filters			
Tie rod ends			
Drop arm Kit			
Air Cleaner elements			
Spring bolts			

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CONSUMABLES SPARES	PRICE	BODY PARTS	PRICE
Bolts and nuts in deferent size(4mm,6mm,8mm,10mm,12mm,14mm,16mm,18mm and 20mm)		Rear , front and centre bumper	
Washers also in deferent sizes like the bolts		Rear Corner Bumper	
Cable tighter deferent sizes also		Air Cleaner Door	
Self tapping screws deferent sizes		Door Inches	
Hose clamps deferent		Rear View Mirror	
Pipe connectors 'deferent		Grill	
		Left Doom	
		Sheet Panel	
		Spare Wheel Door	

Brakes Spares	PRICE	Brakes Spares	PRICE
Front Brake Drum			
Front Brake Shoe			
Front Lining Kit			
Rear Brake Drum			
Rear Brake Shoe			
Rear Lining Kit			
Foot brake valve			
Pressure regulator			

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Brakes Spares	PRICE	Brakes Spares	PRICE
Foot brake chamber			
Callipers			
Brake disc front axle			
Brake disc rear			
Brake disc rear and tag axle			
Brake pads front axle			

SECTION 4: ANNEXURES

16. ANNEXURE 1: ACCEPTANCE OF BID CONDITIONS/ BIDDERS DETAILS

Request for Proposal No _____

Name of Bidder: _____

Authorised signatory: _____

Name of Authorised Signatory _____

Position of Authorised Signatory _____

By signing above the bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this RFP.

[Note to the Bidder: The Bidder must complete all relevant information set out below.]

CENTRAL SUPPLIER DATABASE (CSD) INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. Bidders are therefore required to submit as part of this proposal both their CSD supplier number and CSD unique registration reference numbers below:

Supplier Number	
Unique registration reference number	

BIDDING STRUCTURE

Indicate the type of Bidding Structure by marking with an 'X':	
Individual Bidder	
Joint Venture/ Consortium	
Prime Contractor with Sub Contractors	

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Other	
--------------	--

REQUIRED INFORMATION

If Individual Bidder:	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	

If Individual Bidder:	
Email address	
Postal Address	
Physical Address	

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If Joint Venture or Consortium, indicate the following for each partner:	
Partner 1	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	
Partner 2	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cell-phone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	

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If bidder is a Prime Contractor using Sub-contractors, indicate the following:

Prime Contractor

Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	

Sub contractors

Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	

17 ANNEXURE 2: SUPPLY CHAIN MANAGEMENT PRACTICES

QUESTIONNAIRE

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

[Note to the Respondent: the Respondent must complete the information set out below. If the Respondent requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.]

The bidder must complete the following questionnaire.

Bidder's past supply chain management practices:

Item	Question	Yes	No
1	Is the Bidder or any of its directors listed on the South African National Treasury's database as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the South African National Treasury after the <i>audi alteram partem</i> rule was applied).		
	If so, provide particulars:		
2	Is the Bidder or any of its directors listed on the Register for Bid Defaulters in terms of section 29 of the <i>Prevention and Combating of Corrupt Activities Act</i> No 12 of 2004? To access this Register enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Bid Defaulters" or submit your written request for a hard copy of the Register to facsimile number +27123265445.		

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Item	Question	Yes	No
	If so, provide particulars:		
3	Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?		
	If so, provide particulars:		
4	Does the Bidder relate to any GNT employee or part of GNT current or past staff (employee) establishment?		
	If so, provide particulars:		
5	Was any contract between the Bidder and any organ of state (within the Republic of South Africa or within any foreign territory) terminated during the past five years on account of failure to perform on or comply with the contract?		
	If so, provide particulars:		

I, _____ (print name) hereby certify that the information, facts and representations are correct and that I am duly authorized to sign on behalf of the company.

Name of Company: _____

Company Registration Number: _____

Company VAT Registration Number: _____

Signature _____

Date _____

18 ANNEXURE 3: DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

- 2.1 Full Name of bidder or his or her representative:
.....
- 2.2 Identity Number:
- 2.3 Position occupied in the Company (director, trustee, shareholder²):
.....
- 2.4 Company Registration Number:
- 2.5 Tax Reference Number:
- 2.6 VAT Registration Number:

- 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) Any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) Any municipality or municipal entity;
- (c) Provincial legislature;
- (d) national Assembly or the national Council of provinces; or

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(e) Parliament.

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

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

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

.....

Position occupied in the state institution:

Any other particulars:

.....

.....

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

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

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

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

.....

.....

.....

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

2.8.1 If so, furnish particulars:

.....

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.....

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

2.9.1 If so, furnish particulars.

.....

.....

- 2.10 Are you, or any person connected with the bidder (i.e. shareholder, partner, director etc.), aware of any relationship (family, friend, other) between any other bidder or any other company and any person employed by GNT or the dti who may be involved with the evaluation and or adjudication of this bid?
YES / NO

2.10.1 If so, furnish particulars.

.....

.....

- 2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other company whether or not they are bidding for this contract? GNT reserves the right to undertake further background checks on any other company where partners, shareholders or any interested party of the bidder may be involved in and to consider any findings in this regard as part of its vetting processes.

2.11.1 If so, furnish particulars:

.....

.....

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

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

DECLARATION

I, the undersigned (name).....Certify that the information furnished in paragraphs 2 and 3 above is correct. I accept that GNT may reject the bid or act against me should this declaration prove to be false.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

19 ANNEXURE 4: SHAREHOLDERS AND DIRECTORS INFORMATION

[Note to the bidder: the bidder must complete the information set out below. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.]

1. Shareholders/ Members

Name of the shareholder	ID Number	Race	Gender	% Shares

Note: The bidder must also attach the detailed Company/ Group Structure where relevant.

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2. Black Shareholders/ Members as per the B-BBEE Certificate

Name of the shareholder	ID Number	Race	Gender	% Shares
Total Black Shareholding % as per the current and valid B-BBEE Certificate				

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3. Directors

Name of Director	ID Number	Race	Gender

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

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

20. ANNEXURE 5: RESPONSE FORMAT FOR SECTION 2**Bidder's Experience and the proposed Project Team**

Request for Proposal No: _____

Name of Bidder: _____

Authorised signatory: _____

[Note to the Bidder: The bidder must complete the information set out below in response to the requirements stated in Section 2 of this bid document. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with this Returnable Schedule 3.]

The bidder must provide the following information:

Client' Name	Project description	Project Cost	Project period		Description of service performed and extent	Name, title and telephone contact of client
			Start Date	End Date		

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Table (b) Details of the key personnel of the bidders' proposed team (please refer to par 6.2.1 of Section 2 of this RFP document):

Name	Position/ designation	Nationality	Role / Duties in this Project	Relevant Project Experience	
				Project description, Client, Project period	Project Cost