



## INDEPENDENT DEVELOPMENT TRUST

### SUPPLY AND DELIVERY OF SINGLE COMBINATION DESKS AND CHAIRS AND TEACHER DESK AND CHAIR PLUS WOODEN CABINET AT SCHOOLS IN CLUSTER L – EASTERN CAPE PROVINCE

<b>QUOTE REFERENCE NO</b>	<b>IDTECRFQ/12/DOEFURNITURE/2022/23</b>
<b>Closing Date &amp; Time</b>	<b>17 OCTOBER 2022                      11:00am</b>
<b>Enquiries</b>	Name : Nyameko Giqo Tel: 043 711 6000 Email: nyamekog@idt.org.za
<b>Evaluation Criteria</b>	The <b>80/20</b> Evaluation system will be used for procuring items with values of R 30 000 and above but not exceeding R 50 million inclusive of Vat (PPPFA and IDT SCM Policy)
<b>Eligibility Criteria</b>	<ol style="list-style-type: none"> <li><b>1.</b> Bidder must be registered on CSD</li> <li><b>2.</b> Invitation to bid SBD 1,</li> <li><b>3.</b> Bidder's Declaration SBD 4,</li> <li><b>4.</b> Preference Points Claim Form in Terms of the Preferential Procurement Regulations 2017 SBD 6.1</li> <li><b>5.</b> SB 6.2 Local Content together with Annexures</li> </ol>
<b>Returnable Documents</b>	See attached list
<b>Pricing</b>	• Pricing must be VAT inclusive

	<ul style="list-style-type: none"> <li>• Only VAT registered vendor may charge VAT</li> <li>• All cost related to the service required must be included</li> <li>• Quotation must be valid at least 90 days</li> </ul>
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**INFORMATION BELOW TO BE COMPLETED BY SUPPLIER:**

**BIDDER DETAILS**

SERVICE PROVIDER  
NAME.....

CSD  
NUMBER.....  
.....

TEL.....

FAX.....

EMAIL:.....

**TERMS AND CONDITIONS**

- Quotations must be delivered to the address stated above on or before the quotation closing date and closing time as indicated above. No late quotations will be considered.
- Any amendments to the rates offered or description given must be signed by the person who signed the quotation
- Only authorized representatives of the supplier may duly sign quotations. The IDT will not accept liability for quotations not duly signed.
- No services may be rendered without an official purchase order issued by IDT.

- The IDT reserves the right to award the quotations in whole or part or not to award at all.
- The IDT General conditions of contract are applicable for all questions unless otherwise specified

## 1. BACKGROUND

IDT was appointed by the Department of Education in Eastern Cape to procure furniture for various schools in the Eastern Cape. The various schools are being constructed using prefabricated structures. This is an accelerated programme which needs to be coordinated between the delivery of the modular classrooms and delivery of the furniture.

## 2. SCOPE OF SERVICES/TERMS OF REFERENCE

2.1 Supply and Delivery of the Following Furniture:

2.1.1 Single combination of 40 desk and chairs per classroom for learners

2.1.2 1 Chair, desk and steel cabinet for the teacher per classroom


2.1.3 One service provider will be eligible for appointment of not more than one (01)



Cluster

### 2.2 SPECIFICATIONS

The specification for the furniture as per the guidelines from Department of Education is as follows

:

<p><b>Note:</b></p> <ol style="list-style-type: none"><li>1. SEAT AND BACK APPROVED FOAM (SEAT MINIMUM 23KG) BACK MINIMUM 16KG) AND UPHOLSTERY (100% POLYPROPYLENE – CONTRACT QUALITY) FOAM TO BE GLUED ONTO 16MM PARTICLE BOARD</li><li>2. STACKABLE STEEL FRAME ASSEMBLY: 22.23X1.2MM SQUARE TUBING WITH BAKED BLACK EPOXY/POLYESTER POWDER COATING FINISH.</li><li>3. DURABLE PLUGS FITTED TO ALL OPEN STEEL ENDS</li><li>4. SEAT FITTED TO STEEL FRAME WITH APPROVED SCREWS</li><li>5. BACK FITTED WITH BOLTS &amp; T-NUTS TO STEEL FRAME</li><li>6. CHAIR TO COMPLY WITH SANS/SABS 1244:1979</li></ol>	<p><b>SPECIFIED TOLERANCES</b></p> 
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<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. TOP FRONT SLAT, BACK, SLAT MANUFACTURED FROM 21MM SOLID SALIGNA, HARDWOOD (Eucalyptus Grandis)</li> <li>2. MAIN STEEL FRAME Ø31.7X.6MM TUBING</li> <li>3. SEAT SUPPORT RAIL Ø15.05X1.2MM TUBING</li> <li>4. SEAT Ø15.88X1.2MM TUBING COMPLETE STEEL FRAME BAKED LIGHT GREY EPOXY/POLYESTER POWDER COATING FINISH</li> <li>5. DURABLE PLUGS FITTED ON ALL OPEN ENDS</li> <li>6. ALL TIMBER COMPONENT TO BE VARNISHED WITH TWO COATS OF ACID CATALYSED LACQUER</li> <li>7. FIT ALL TIMBER COMPONENTS TO STEEL FRAME WITH APPROVED M5/M5 BOLTS AND MYLOCK NUTS</li> <li>8. DESK MUST COMPLY WITH SANS 880:2004 (Edition 3.2)</li> </ol>	
<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. TABLE TOP – 21MM SOLID HARDWOOD,</li> <li>2. MODESTY PANEL AND DRAWER BOX CARCASS MANUFACTURED FROM MATCHING 16MM SUBSTRATE VENEER BOARD ALL EDGES SEALED WITH MATCHING VEENER</li> <li>3. 32X1.6MM SQUARE TUBING FRAME WITH BAKED BLACK EPOXY/POLYESTER POWDER COATING FINISH</li> <li>4. DURABLE PLUGS FITTED TO ALL LEGS ENDS</li> <li>5. 21MM SOLID SALIGNA HARDWOOD DRAWER FRONTS, TOP DRAWER LOCKABLE (APPROVED LOCK)</li> <li>6. APPROVED HANDLE AND DRAWER SLIDES</li> <li>7. KNOCK-DOWN “PRISMA” FITTING</li> <li>8. MODESTY PANEL TO BE SECURED TO STEEL FRAME WITH 4.8X27MM LARGE FLANGE POP REVETS</li> <li>9. ALL TIMBER COMPONENTS TO BE VARNISHED WITH TWO COATS OF ACID CATALYSED LACQUER</li> <li>10. FIT TOP TO STEEL FRAME WITH APPROVED SCREWS</li> <li>11. DESK MUST COMPLY WITH SABS 1528-2:1998 (EDITION 1.1)</li> </ol>	<p style="text-align: center;"><b>CHANGE</b></p> 
<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. CARCASS (TOP, BOTTOM, DOORS, SIDES AND SHELVES) MANUFACTURING FROM 16MM DOUBLE MELAMINE FACED (NATURAL OAK) PARTICLE BOARD. ALL EDGES SEALED WITH MATCHING PVC EDGING.</li> <li>2. BACK (GROOVED AND GLUED IN) MANUFACTURED FROM 12MM DOUBLE SIDED MELAMINE FACED (NATURAL OAK) PARTICLE BOARD</li> <li>3. APPROVED SOLID OAK CUP HANDLE</li> <li>4. APPROVED ADJUSTABLE FEET</li> <li>5. APPROVED CONCEALED HINGES</li> <li>6. CUPBOARD MUST COMPLY WITH SABS 1528-3:1992</li> </ol>	<p style="text-align: center;"><b>CHANGE</b></p> 

## 2.3 SPECIAL CONDITIONS

### 2.3.1 Compliance with SABS requirements

The furniture to be supplied by appointed service providers will be expected to comply fully with the SABS standards and prices quoted must inclusive of any SABS inspection fees. All items should have the SABS mark.

### **2.3.2 Duration of the Appointment**

The successful service providers will be added to the IDT list of the preferred service providers (IDT data base); and the appointment will be effective for this financial year period ending 31st March 2023

### **2.3.3 Pricing schedule and insurance**

In addition to attaching a detailed strategy (plan) for sourcing, storage and distribution of the furniture, all potential suppliers must complete the pricing schedule contained in the Form of Tender reflecting prices for each item. Bidders should be aware that they would be expected to insure the goods up to the point of delivery which is the school

### 3. FUNCTIONALITY EVALUATION CRITERIA

3.1 Stage 1: Submission of Mandatory Returnable (Statutory Returnable Documents)  
Proof that the entity has registered with the relevant authority and is in good standing by submitting the following:

3.1.1 Proof of registration on the Centralized Supplier Database (CSD)

3.1.2 Fully Completed and duly signed following Standard Bidding Documents (SBDs)

**SBD 1, SBD 2, SBD 4 and SBD 6.1 and SBD 6.2**

3.1.3 COIDA (Letter of good standing from Department of Labour).

3.1.4 Service provider's acceptance of terms of reference, (ToR) by initialling on each page

3.1.5 Detailed company profile in relation to school furniture manufacturing

3.1.6 The Terms of Reference\* 1 hard copy

In addition, the following condition will apply:

**Bidders shall note the following conditions:**

- No late, emailed or faxed bids will be accepted.
- Bid to be valid for a period of ninety days (90) from the bid closing date
- Preferential Procurement Policy Framework Act (PPPFA) principles will apply and IDT Supply Chain Management policy will apply.
- The IDT reserves the right not to appoint the lowest or any bid.
- Interested entities must be situated where work will be undertaken i.e. Eastern Cape Province (East London).

#### 3.2 Stage 2: Functionality Evaluation Criteria

Bidders must achieve a minimum of 60 points on functionality to be evaluated further on Price and BBB-EE

	Description	Total points	Points	Points Claimed
	<b>Proof of Experience in the supply and delivery of school furniture</b>			
	Three similar projects (R1 million and above)	30	30	
	Three similar projects (R500 000 – R999 999)		20	
	Two similar projects (R200 000- R499 999)		15	

	Two similar projects ( up to R199 999)		10	
	<b>The bidder must submit appointment letter(s) with the value of the contract including proof of delivery per project in order to be considered</b>			
	Reference Letters			
	5 and above reference letters	20	20	
	4 reference letters		15	
	3 reference letters		10	
	1 to 2 reference letters		5	
	<b>The bidders must submit reference letters for previous work done in the past 5 years (no earlier than 2018) on the client letterhead indicating satisfactory completion.</b>			
	Methodology and approach consisting of (i) detailed profile of the organization (ii) Proposed implementation plan (iii) Quality assurance plan (iii) Colour brochure of furniture to be supplied			
	Submission of detailed methodology and approach with four (04) sub-criteria adequately addressed	30	30	
	Submission of detailed methodology and approach with three (03) sub-criteria adequately addressed		20	
	Submission of detailed methodology and approach with two (02) sub-criteria adequately addressed		10	
	Submission of detailed methodology and approach with only one (01) sub-criterion adequately addressed	05		
	<b>Methodology and approach consisting of (i) detailed profile of the organization (ii) Proposed implementation plan (iii) Quality assurance plan which includes pre-delivery, transportation and delivery processes (iv) Colour brochure of furniture to be supplied</b>			
	Locality			
	Head office in EC	20	20	
	Regional/Branch office in EC		10	
	No proof of offices in EC		05	
	<b>Bidders must submit copy of utility bill that indicates address of the company</b>			



### 3.3 Stage 4: Due Diligence

Prior to award to the successful bidder, IDT will conduct a site visit to observe a sample of the furniture, do quality check, verify availability of the staff and equipment.

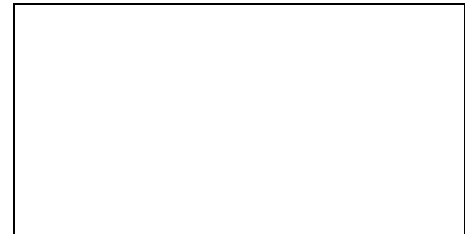
### 3.4 Stage 3: Price and BEE

**3.2.1 ATTACH QUOTATION ON COMPANY LETTER HEAD OR COMPLETE TEMPLATE  
BELOW AND USE THE COMPANY STAMP**

**SUPPLY AND DELIVERY OF (80) SINGLE COMBINATION DESKS AND CHAIRS  
AND TEACHER DESK AND CHAIR (40 SINGLE COMBINATION AND 1 TEACHERS  
DESK AND A CHAIR PER CLASSROOM) AT SCHOOLS IN THE ALFRED NZO  
DISTRICT – EASTERN CAPE PROVINCE**

SUPPLY AND DELIVERY OF SCHOOL FURNITURE: CLUSTER J				
	Description	Quantity	Rate	Amount
	Ngcobo Village SSS(Ngcobo)			
1	Single combination desk	80		
2	Desk	2		
3	Chair	2		
4	Cabinet	2		
	Ngcobo Village SSS(Ngcobo)			
5	Single combination desk	80		
6	Desk	2		
7	Chair	2		
8	Cabinet	2		
	Ngcobo Village SSS(Ngcobo)			
9	Single combination desk	80		
10	Desk	2		
11	Chair	2		
12	Cabinet	2		
13	Transport	Sum		
14	Other costs:			
	Sub-total			
	Add VAT @15%			
	Total			

COMPANY STAMP



I / We, the undersigned, here by agree to provide all or any portion of the service at the price and under the terms and conditions shown above, subject to and in accordance with the terms of quotations shown in this invitation document.

Name

.....  
.....

Authorized

Signature:

.....Date:.....

Company:

.....  
.....

All queries relating to this Quotation may be addressed in writing to the IDT's Representatives in writing **Mr. Nyameko Gigo**, Tel No. 043 711 6000, , e-mail: [nyamekog@idt.org.za](mailto:nyamekog@idt.org.za). Telegraphic, telephonic, telex, facsimile, e-mail and late Quotations **WILL NOT** be accepted.

All Service Providers must submit the original Quotation documentation issued by the IDT. All Service Providers must comply and must be found on the CSD registered report.

### **3.2.2 Broad Based Black Economic Empowerment**

#### **THE 80/20 PREFERENCE POINT SYSTEMS WILL APPLY TO THIS BID**

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

**80/20**

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

Where

P<sub>s</sub> = Points scored for price of bid under consideration

P<sub>t</sub> = Price of bid under consideration

P<sub>min</sub> = Price of lowest acceptable bid

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

<b>B-BBEE Status Level of Contributor</b>	<b>Number of points (80/20 system)</b>
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2

#### 4. QUOTATION DATA

<b>Clause number</b>	<b>IDTECRFQ/12/DOEFURNITURE/2022/23</b>
	<b>The Employer is IDT</b>
	<b>Contract period:</b>  21 CALENDER DAYS

	<p><b>Central Supplier Database (CSD) on Tax Compliance</b></p> <p>No contract may be awarded to a person who has non-compliant tax status found on CSD or South African Revenue Service ("SARS") certifying the taxes of that person to be in order or that suitable arrangement have been made with SARS"</p>
	<p><b>Quotation Submissions</b></p> <p><b>IDT, Eastern Cape Offices</b>  <b>Palm Square Business Park,</b>  <b>Silverwood House</b>  <b>Bonza Bay Road</b>  <b>Beacon Bay</b>  <b>EAST LONDON</b>  <b>5241</b></p>
	<p><b>Evaluation of Quotation Offers</b></p> <p>The bidders will be evaluated further once they have successfully passed the functionality stage and achieved the minimum required points. The evaluation will be based on BBB-EE points scoring and the price as per the IDT score card.</p>

1. **List of Returnable Documents**

List of returnable documents are for ensuring that everything the employer requires a tenderer to submit with his tender is included in, or returned with, his tender submission. Tick below if returnable document is attached or completed properly.

ITEM	LIST OF RETURNABLE DOCUMENTS	TICK IF ATTACHED
1.	B-BBEE Certificate ( Original / Original Certified Copy of)	

2.	CSD Registration Report	
3	Preliminary Programme Schedule (Must be attached)	
3.	Copy of Tax PIN Certificate	
4.	Invitation to Bid (SBD 1)	
5.	Bidder's Declaration (SBD 4)	
6.	Preference Points Claim Form in Terms of the Preferential Procurement Regulations 2017 (SBD 6.1)	
7.	Declaration Certificate for Local Content Production and Content for Designated Sectors (SBD 6.2) together with its Annexures C; D and E	

## 2. **C1.1: FORM OF OFFER AND ACCEPTANCE**

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Tender/Quotation no: .....

<b>Project title:</b>	<b>SUPPLY OF (80) SINGLE COMBINATION DESKS AND CHAIRS AND TEACHER DESK AND CHAIR (40 SINGLE COMBINATION AND 1 TEACHERS DESK AND A CHAIR PER CLASSROOM) AT CLUSTER A</b>
<b>Tender/Quotation No:</b>	<b>IDTECRFQ/12/DOEFURNITURE/2022/23</b>

**OFFER BY:**

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The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of: SUPPLY OF (80) SINGLE COMBINATION DESKS AND CHAIRS AND TEACHER DESK AND CHAIR (40 SINGLE COMBINATION AND 1 TEACHERS DESK AND A CHAIR PER CLASSROOM) AT Cluster L

RFQ notice no. ....

The Tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Service Provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS (where VAT is applicable):**

Rand (in words):	
Rand in figures:	R

This offer may be accepted by the Employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the tender data, whereupon the Tenderer becomes the party named as the Project Manager in the conditions of contract identified in the contract data.

**THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY:** (cross out block which is not applicable)

Company or Close Corporation:  .....  .....  .....  .....  And: Whose Registration Number is:	OR	Natural Person or Partnership:  .....  .....  .....  .....  Whose Identity Number(s) is/are:
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..... ..... And: Whose Income Tax Reference Number is: ..... .....		..... ..... Whose Income Tax Reference Number is/are: ..... .....
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**AND WHO IS** (if applicable):

Trading	under	the	name	and	style	of:
.....						

**AND WHO IS:**

Represented herein, and who is duly authorised to do so, by: Mr/Mrs/Ms: ..... In his/her capacity as: .....	<b>Note:</b>  <b>A Resolution / Power of Attorney, signed by all the Directors / Members / Partners of the Legal Entity must accompany this Offer, authorising the Representative to make this offer.</b>
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**SIGNED FOR THE TENDERER:**

Name of Representative	Signature	Date

**WITNESSED BY:**

Name of Witness	Signature	Date

The Tenderer elects as its domicilium citandi et executandi in the Republic of South Africa, where any and all legal notices may be served, as **(physical address)**:

.....  
.....

Other Contact Details of the Tenderer are:

Telephone No .....

Cellular Phone No. ....

Fax No .....

Contact Person .....

Postal address

.....  
.....

Banker .....

Branch .....

Branch            Code            .....Account            number  
.....

Registration No of Tenderer at Department of Labour

.....

CIDB Registration Number:

.....

**ACCEPTANCE**

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By signing this part of this form of offer and acceptance, the Employer identified below accepts the Tenderer's offer. In consideration thereof, the Employer shall pay the Project Manager the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the Tenderer's offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this agreement.

**FOR THE EMPLOYER:**

Name of Signatory	Signature	Date

Name of Organisation:	<b>INDEPENDENT DEVELOPMENT TRUST</b>
Address of Organisation:	<b>SILVERWOOD HOUSE PALM SQUARE BUSINESS PARK BONZA BAY ROAD BEACON BAY EAST LONDON 5241</b>

**WITNESSED BY:**

Name of Witness	Signature	Date

## **5 NOTES TO BIDDERS**

This section outlines basic requirements that must be met. Failure to comply with these requirements or part thereof will result in your quotation being excluded from the evaluation process.

## **6. CONDITIONS RELATED TO REQUEST FOR QUOTATION**

The following conditions apply:

- 6.1 Proposal must be submitted no later than the "Closing Date" stated on the letter of invitation page and as stated below. Any proposal received after that date will not be considered.

- 6.2 All proposals must show the bidder's complete legal name and business and mailing addresses and be signed by a person authorized to bind your firm. If requested, your firm shall furnish evidence satisfactory to IDT that the person signing your proposal is duly authorized to do so;
- 6.3 The request for quotations creates no obligation whatsoever on the part of IDT;
- 6.4 IDT may amend, recall, or revise the request for quotations at any time;
- 6.5 quotations submitted in response to this request shall become the property of IDT;
- 6.6 IDT is also free to accept or reject, in whole or in part, any and all bids in the exercise of our sole judgment and discretion;
- 6.7 By submitting a proposal in response to this Request for quotations (RFP), the bidder is making a firm offer to IDT. However, neither the RFP nor the bidder's proposal obligates IDT in any way;
- 6.8 Any and all costs or expenses incurred in the preparation of its proposal shall be borne by the bidder;
- 6.9 IDT reserves the right not to make an appointment;
- 6.10 DT's policy of fair distribution of work shall apply;
- 6.11 Any contractual or other commitment by IDT is contingent upon the execution of a formal written contract or the issuance of a purchase order by IDT;
- 6.12 Under no circumstances shall IDT be billed, charged, or make payment for any goods or services whatsoever
- unless and until either:
- a. A formal written contract is signed by an authorized individual of IDT,
  - Or
  - b. IDT issues a purchase order to the successful bidder.
  - c. All bidders are expected to disclose any conflict of interest or appearance of impropriety which might be created in the event your firm was selected as the successful bidder;
- 6.13 The proposal with all required attachments should be delivered by hand or sent by courier as per the address / details below:-

***Provision of School furniture for (Cluster J)***

***Independent Development Trust, Palm Square Business Park, Silverwood House, Bonza Bay Road, Beacon Bay, East London***

- i. The deadline for submission of proposal is strictly at **11h00 on Monday, 17 October 2022;**
- ii. No late submissions will be accepted or considered;
- iii. IDT selection of qualifying quotations shall be at IDT's sole discretion and shall be final;
- iv. Quotations with all required documents should be deposited into a tender box and deposited by the closing date stated above.

## **7. ADDITIONAL INFORMATION**

### **7.1 CONTACT PERSONS AND DELIVERY ADDRESS**

Proposals must be hand-delivered to the addresses mentioned below. The persons mentioned below can be contacted for clarity purposes.

<b>PROVINCE</b>	<b>CONTACT PERSON FOR ENQUIRIES</b>	<b>CONTACT NUMBERS AND PHYSICAL ADDRESS</b>	<b>E-MAIL ADDRESS</b>
<b>Eastern Cape</b>	<b>Nyameko Gigo (Technical)</b>	<b>043 711 6000</b>	<b>nyamekog@idt.org.za</b>
	<b>Nomnikelo Dyasi (SCM)</b>	<b>Palm Square Business Park, Bonza Bay Road, Silverwood House, Beacon Bay, East London.</b>	<b>Nomnikelod@idt.org.za</b>

## **8. FRONTING**

8.1 IDT, in compliance with regulations, supports the spirit of Broad- Based Black Economic Empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background the IDT condemns any form of fronting.

8.2 IDT, in ensuring that service providers conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine that accuracy of the representation made in bid

documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry (DTI), be established during such enquiry/investigation, the onus will be on the service provider/contractor to prove that fronting does not exist. Failure to do so within 14 days from date of notification may invalidate the bid/contract and may also result in restriction of the service provider/contractor to conduct business with the public sector for a period not exceeding ten years, in addition to any other remedies IDT may have against the service provider/contractor concerned.

## **9. PROHIBITION OF RESTRICTIVE PRACTICES**

9.1 In terms of section 4(1) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a service provider(s) is (are) or a contractor(s) was/were involved in:

- Directly or indirectly fixing a purchase or selling price or any other trading condition
- Dividing markets by allocating customers, suppliers, territories or specific types of goods or services; or
- Collusive bidding.

9.2 If a service provider(s) or contractor(s), in the judgment of the purchaser, has/have engaged in any of the restrictive practices referred to above, the purchaser may, without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered or terminate the contract in whole or in part and refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

9.3 Any communication either by facsimile, letter or electronic mail or any other form of correspondence to any official or representative of IDT, other than SCM officials, in respect of this bid between the closing date and the award of the bid by the service provider is prohibited.

9.4 The Supplier shall not cede this Agreement without the written permission of IDT.

9.5 The Supplier shall not, without the prior written consent of IDT, subcontract the rendering of the Services to a third party.

## 10. SUBMISSION OF QUOTATIONS

- 10.1 Any proposal submitted by telegram, facsimile, or only by electronic means such as email, **will not be accepted** for consideration.
- 10.2 The proposals must be submitted by **Service Provider**, in the form of an **original hard copy x 1**.
- 10.3 Bidders must submit their bid proposals in line with the bid specifications and the attached **Annexures**. Failure to comply shall invalidate the bid.
- 10.4 There will be no briefing session
- 10.5 The proposal must be in a sealed envelope or package, and must be clearly marked as follows:

Bid No: **IDTECRFQ/12/DOEFURNITURE/2022/223**: 17 October 2022

Description: SCHOOL FURNITURE

Bid Closing date and Time: October 2022 @**11:h00**

- 10.6 The closing date for submission of bids is **17 October 2022 by no later than 11h00** and duly completed bid documents sealed in an envelope clearly marked with the name of the bid number shall be submitted in the bid box at IDT's Regional Offices. All bids must be deposited in the Tender Box located at the reception area of the Independent Development trust (IDT) at the following address:

**IDT Offices**

**Palm Square Business Park**

**Silverwood House**

**Bonza Bay Road**

**Beacon Bay**

**5201**

***NB: Please note that a proposal will not be considered for evaluation if it's received late at the address indicated in the bid documents, e.g. after the closing date and time or dropped in another tender box (e.g. IDT tender box) and then received late by IDT. Late tenders will be returned; where applicable, unopened to the service provider or at 11:00 will be sent back with the service provider.***

- 10.7 The Independent Development Trust reserves the right not to select a service provider and/or to withdraw this advert at any time prior to the selection of a service provider.

## **11. COMMUNICATION**

- 11.1 Any questions are to be submitted by email not later than **three business days** before the closing date of the Bid. Questions received after this date will not be entertained by IDT.
- 11.2 After the closing date, only Supply Chain Management (SCM) Unit will communicate with service providers for, among others, where bid clarity is sought, to obtain information or to extend the validity period. See sub-par 16.3 for prohibited practice.
- 11.3 Enquiries of a technical nature should be directed to:

**Nyameko Giqo**

**Acting Programme Manager**

**Tel: 043 – 711 6000**

**E-mail: [nyamekog@idt.org.za](mailto:nyamekog@idt.org.za)**

- 11.4 Enquiries related to the registration and submission of proposals must be directed to Supply Chain Specialist: [nomnikelod@idt.org.za](mailto:nomnikelod@idt.org.za)

## **12. CERTIFICATION OF CORRECTNESS OF INFORMATION SUPPLIED IN THIS DOCUMENT**

I/we, THE UNDERSIGNED, WHO WARRANT THAT I AM DULY AUTHORISED TO DO SO ON BEHALF OF THE BIDDER, CERTIFY THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS CORRECT AND TRUE, THAT THE SIGNATORY TO THIS DOCUMENT IS DULY AUTHORISED AND ACKNOWLEDGE THAT:

- (1) The bidder will furnish documentary proof regarding any bidding issue to the satisfaction of the Province, if requested to do so.
- (2) If the information supplied is found to be incorrect and/or false then the Province, in addition to any remedies it may have, may:-



- (a) Recover from the contractor all costs, losses or damages incurred or sustained by the Province as a result of the award of the contract, and/or
- (b) Cancel the contract and claim any damages which the Province may suffer by having to make less favourable arrangements after such cancellation.

**SIGNED ON THIS ..... DAY OF ..... 20 ..... AT .....**

.....  
**SIGNATURE OF BIDDER OR DULY  
AUTHORISED REPRESENTATIVE**

**NAME IN BLOCK LETTERS**

**ON BEHALF OF (BIDDER'S NAME)** .....

**CAPACITY OF SIGNATORY** .....

**NAME OF CONTACT PERSON (IN BLOCK LETTERS, PLEASE)** .....

.....  
**POSTAL ADDRESS** .....

.....  
**TELEPHONE NUMBER:** .....

**FAX NUMBER:** .....

**CELLULAR PHONE NUMBER:** .....

**E-MAIL ADDRESS:** .....

**PART A**  
**INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>					
BID NUMBER:	<b>IDTECRFQ/12/DOE/2022/23</b>	CLOSING DATE:	<b>17 OCTOBER 2022</b>	CLOSING TIME:	<b>11:00</b>
DESCRIPTION	PROCUREMENT OF SCHOOL FURNITURE				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
Palm square Business Park, Silverwood House					
Beacon Bay, East London					
5241					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Nyameko Gigo	CONTACT PERSON	Nomnikelo Dyasi		
TELEPHONE NUMBER	(043) 711 6000	TELEPHONE NUMBER	(043) 711 6000		
FACSIMILE NUMBER		FACSIMILE NUMBER			
E-MAIL ADDRESS	nyamekog@idt.org.za	E-MAIL ADDRESS	<a href="mailto:NomnikeloD@idt.org.za">NomnikeloD@idt.org.za</a>		
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		<b>OR</b>	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX]  <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]**

<p><b>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</b></p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>[IF YES ENCLOSE PROOF]</p>	<p><b>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</b></p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>[IF YES, ANSWER THE QUESTIONNAIRE BELOW ]</p>
---	---	--	--

**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

**IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

**PART B**

**TERMS AND CONDITIONS FOR BIDDING**

**1. BID SUBMISSION:**

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE

**MANNER PRESCRIBED IN THE BID DOCUMENT.**

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

**2. TAX COMPLIANCE REQUIREMENTS**

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.7 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."

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

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

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

DATE: .....

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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.

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.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

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.

Full Name	Identity Number	Name of State institution

---

**1 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 .**

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

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?

**YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

### **3 DECLARATION**

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 I 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>2</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.

- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE 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.

.....  
Signature Date

.....  
Position Name of bidder

**<sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract**

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

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

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

### 1. GENERAL CONDITIONS

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

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

1.2

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

1.3 Points for this bid shall be awarded for:

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

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



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

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

## DEFINITIONS

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

## 2. POINTS AWARDED FOR PRICE

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

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

**80/20**

**or**

**90/10**

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

Where

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

$P_t$  = Price of bid under consideration

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

## 3. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

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

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

#### 4. BID DECLARATION

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

#### 5. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

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

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

#### 6. SUB-CONTRACTING

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

**(Tick applicable box)**

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

- 6.1.1 If yes, indicate:

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

**(Tick applicable box)**

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

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

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
---	----------	----------

Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

## 7. DECLARATION WITH REGARD TO COMPANY/FIRM

7.1 Name \_\_\_\_\_ of  
company/firm:.....

7.2 VAT \_\_\_\_\_ registration  
number:.....

7.3 Company \_\_\_\_\_ registration  
number:.....

### 7.4 TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

### 7.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
.....  
.....  
.....  
.....

### 7.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

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

7.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other

- side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>	<p>.....</p> <p style="text-align: center;">SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS .....</p>
--	--

***Attached hereto is my / OUR ORIGINAL (CERTIFIED COPY) B-BBEE Certificate issued by a verification agency accredited by SANAS/ Original Sworn Affidavit. My failure to submit the certificate with my / our tender document will lead to the conclusion that I am / we do not wish to claim preference points in terms of my / our B-BBEE status.***

CENTRAL SUPPLIER DATABASE (CSD) ON TAX COMPLIANCE

**IMPORTANT NOTES:**

1. The following is an abstract from the Preferential Procurement Regulations 2017 promulgated with the Preferential Policy Framework Act No 5 of 2000:

**"CSD Tax Compliance"**

No contract may be awarded to a person who has non-compliant tax status found on CSD or South African Revenue Service ("SARS") certifying the taxes of that person to be in order or that suitable arrangement have been made with SARS"

Copy of Tax Clearance Certificate with PIN

**Failure to comply with CSD tax compliance will inevitably invalidate the tender.**

### **CONDITIONS OF BID**

1. I/We hereby bid to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to the KwaZulu-Natal Provincial Administration (hereinafter called the "Province") on the terms and conditions and be in accordance with the specifications stipulated in the bid documents (and which shall be taken as part of and be incorporated into this bid) at the prices and on the terms regarding time for delivery and/or execution inserted therein.
2. I/we agree that:
  - (a) the offer herein shall remain binding upon me and open for acceptance by the Province during the validity period indicated and calculated from the closing time of the bid;
  - (b) this bid and its acceptance shall be subject to Treasury Regulations 16A issued in terms of the Public Finance Management Act, 1999, the National Treasury General Conditions of Contract and Standard Bidding Documents, the KwaZulu-Natal Supply Chain Management Policy Framework, the Provincial Treasury issued Practice Notes, and the KwaZulu-Natal Conditions of Contract, with which I/we am fully acquainted;
  - (c) if I/we withdraw my bid within the period for which I/we have agreed that the bid shall remain open for acceptance, or fail to fulfil the contract when called upon to do so, the Province may, without prejudice to its other rights, agree to the withdrawal of my bid or cancel the contract that may have been entered into between me and the Province. I/we will then pay to the Province any additional expenses incurred by the Province having either to accept any less favourable bid or, if fresh bids have to be invited, the additional expenditure incurred by the invitation of fresh bids and by the subsequent acceptance of any less favourable bid. The Province shall have the right to recover such additional expenditure by set-off against monies which may be due to me under this or any other bid or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfilment of this or any other bid or contract and pending the ascertainment of the amount of such additional



expenditure to retain such monies, guarantee or deposit as security for any loss the Province may sustain by reason of my default;

- (d) if my bid is accepted, the acceptance may be communicated to me by registered post, and that the South African Post Office Limited shall be treated as delivery agent to me;
- (e) the law of the Republic of South Africa shall govern the contract created by the acceptance of my bid and I choose *domicilium citandi et executandi* in the Republic at (full physical address) :

.....

.....

- 3. I/we furthermore confirm that I/we have satisfied myself as to the correctness and validity of my bid: that the price(s), rate(s) and preference quoted cover all of the work/item(s) and my obligations under a resulting contract, and I accept that any mistakes regarding the price(s) and calculations will be at my risk.
- 4. I/we hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement, as the Principal(s) liable for the due fulfilment of this contract.
- 5. I/we agree that any action arising from this contract may in all respects be instituted against me and I/we hereby undertake to satisfy fully any sentence or judgement which may be pronounced against me as a result of such action.
- 6. I/we confirm that I/we have declared all and any interest that I or any persons related to my business has with regard to this bid or any related bids by completion of the Declaration of Interest Section.

IDT	<p style="text-align: center;"><b>ANNEXURE D</b>  <b>SBD 6.2</b>  <b>LOCAL CONTENT &amp;</b>  <b>Applicable Annexures C, D &amp; E</b></p>	
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## SBD 6.2

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

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

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

#### **1. General Conditions**

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

IDT	<b>ANNEXURE D</b> <b>SBD 6.2</b> <b>LOCAL CONTENT &amp;</b> <b>Applicable Annexures C, D &amp; E</b>	
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1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

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

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

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

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

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

Description of services, works or goods	Components	Stipulated minimum threshold
		100%

<p> IDT </p>	<p> ANNEXURE D SBD 6.2 LOCAL CONTENT &amp; Applicable Annexures C, D &amp; E </p>	
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		100%
		100%
Ceiling of classrooms	Average height of 2600mm above finish floor.	100%
Fasteners	Bolts, Nuts , rivets and nails	100%
Erection of building	Chassis, suspended by 12 of steel jacks on 400x400x100mm thick 25 Mpa pre cast concrete pads, compete with 2 tier. All floor boarding/shutter boards to be a grade 18mm thickness minimum	100%
Walls	Double skinned, insulated panels with a stud design in every panel to support roof or steel post	100%
Windows and Doors	<p>All windows must be od natural anodized alumium complete with bugler bars with sizes as follows</p> <p>A. 3 number 800hx8mm wide on front elevation.</p> <p>B. 4 Number 1200hx800mm wide on back elevation</p> <p>813 x 2013mm single external door and frames are to be rebated aluminium frames including galvanised steel composite doors and mortice lock.</p>	100%

Steel Construction Materials	Local Content Threshold
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IDT	<b>ANNEXURE D</b> <b>SBD 6.2</b> <b>LOCAL CONTENT &amp;</b> <b>Applicable Annexures C, D &amp; E</b>	
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<b>Plates &gt;4.5mm thick and supplied in flat pieces</b>	<b>100%</b>
<b>Sheets &lt;4.5mm thick and supplied in coils</b>	<b>100%</b>
<b>Galvanised and Colour Coated Coils</b>	<b>100%</b>
<b>Wire Rod and Drawn Wire</b>	<b>100%</b>
<b>Sections Channels; Angles, I-Beams and H-Beams</b>	<b>100%</b>
<b>Reinforcing bars</b>	<b>100%</b>

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

YES		NO	
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3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

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

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

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

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

IDT	<p style="text-align: center;"><b>ANNEXURE D</b>  <b>SBD 6.2</b>  <b>LOCAL CONTENT &amp;</b>  <b>Applicable Annexures C, D &amp; E</b></p>	
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4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the DTI must be informed accordingly in order for the DTI to verify and in consultation with the AO/AA provide directives in this regard.

IDT	ANNEXURE D SBD 6.2 LOCAL CONTENT & Applicable Annexures C, D & E	
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## **LOCAL CONTENT DECLARATION**

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

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER  
LEGALLY**

**RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR  
SENIOR**

**MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION,  
PARTNERSHIP OR INDIVIDUAL)**

**IN RESPECT OF BID NO. ....**

**ISSUED BY:** (Procurement Authority / Name of Institution):

.....

**NB**

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

I, the undersigned, ..... (full  
names), do hereby declare, in my capacity as .....

.....

IDT	<p style="text-align: center;"><b>ANNEXURE D</b>  <b>SBD 6.2</b>  <b>LOCAL CONTENT &amp;</b>  <b>Applicable Annexures C, D &amp; E</b></p>	
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of .....(name of bidder entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that:

(i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1



IDT	<b>ANNEXURE D SBD 6.2 LOCAL CONTENT &amp; Applicable Annexures C, D &amp; E</b>	
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above and the information contained in Declaration D and E which has been consolidated in Declaration C:

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

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.**

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

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

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

**DATE:**

**WITNESS No. 2** \_\_\_\_\_ **DATE:** \_\_\_\_\_



**ANNEXURE D**  
**SBD 6.2**  
**LOCAL CONTENT &**  
**Applicable Annexures C, D & E**

SATS 1286.2011

**Annex D**

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

(D1)	Tender No.					<b>Note:</b> VAT to be excluded from all calculations	
(D2)	Tender description:						
(D3)	Designated Products:						
(D4)	Tender Authority:						
(D5)	Tendering Entity name:						
(D6)	Tender Exchange Rate:	Pula		EU	R 9.00	GBP	R 12.00

**A. Exempted imported content**

				Calculation of imported content						Summary	
Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Forign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)

(D19) Total exempt imported value R 0

This total must correspond with  
Annex C - C 21

**B. Imported directly by the Tenderer**

				Calculation of imported content						Summary	
Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Forign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)

(D32) Total imported value by tenderer R 0

**ANNEXURE D  
SBD 6.2  
LOCAL CONTENT &  
Applicable Annexures C, D & E**

SATS 1286.2011

## Annex D - Continued

### Imported Content Declaration - Supporting Schedule to Annex C

#### C. Imported by a 3rd party and supplied to the Tenderer

#### Calculation of imported content

#### Summary

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total imported value by 3rd party										R 0	

#### D. Other foreign currency payments

#### Calculation of foreign currency payments

#### Summary of payments

Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange	Local value of payments
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)

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

Signature of tenderer from Annex B

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

#REF!

**This total must correspond with  
Annex C - C 23**

Date:

## Annex E

### Local Content Declaration - Supporting Schedule to Annex C

(E1)  
(E2)  
(E3)  
(E4)  
(E5)

**Tender No.**  
**Tender description:**  
**Designated products:**  
**Tender Authority:**  
**Tendering Entity name:**

**Note: VAT to be excluded from all calculations**

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
	<b>(E9) Total local products (Goods, Services and Works)</b>		R 0
<b>(E10) Manpower costs</b>	(Tenderer's manpower cost)		R 0
<b>(E11) Factory overheads</b>	(Rental, depreciation & amortisation, utility costs, consumables etc.)		R 0
<b>(E12) Administration overheads and mark-up</b>	(Marketing, insurance, financing, interest etc.)		R 0
	<b>(E13) Total local content</b>		R 0
	<b>This total must correspond with Annex C - C24</b>		

**Signature of tenderer from Annex B**

Date:

	<b>ANNEXURE D</b> <b>SBD 6.2</b> <b>LOCAL CONTENT &amp;</b> <b>Applicable Annexures C, D &amp; E</b>	
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