



**NGWATHE LOCAL MUNICIPALITY
NLM: TEC 04 (02/2026)**

APPOINTMENT OF A SERVICE PROVIDER TO RENDER REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS FOR NGWATHE LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED FOR PERIOD OF 3 YEARS.

| | | | |
|----------------------|----------------------|-------------|--------------|
| CLOSING DATE: | 24 March 2026 | TIME | 12h00 |
|----------------------|----------------------|-------------|--------------|

| | |
|---|------------------|
| NAME OF TENDERER | |
| TOTAL BID PRICE | R |
| CENTRAL SUPPLIER DATABASE NUMBER | MAAA |
| TOTAL SPECIFIC GOAL POINTS | 20 points |
| CONTACT PERSON | |
| TELEPHONE NUMBER | |
| FAX NUMBER | |

| | | | |
|---|-------------------------------------|--|---------------------|
| ENQUIRIES REGARDING BID PROCEDURES | | TECHNICAL ENQUIRIES | |
| DIRECTORATE: BUDGET AND TREASURY | | DIRECTORATE: TECHNICAL SERVICES | |
| R MALAMULE | | T NTIMOTSE | |
| MANAGER: SCM | | MANAGER: ELECTRICITY | |
| TEL. NUMBER | 056 816 2700 | TEL. NUMBER | 060 560 1374 |
| TENDER ISSUED BY | | | |
| SUPPLY CHAIN MANAGEMENT UNIT | | | |
| LIEBENBERGSTREK | TEL. NUMBER | 056 816 2700 | |
| NGWATHE LOCAL MUNICIPALITY | LIEBENBERGSTREK, PARYS, 9585 | | |

NB: ANY OBJECTIONS OR COMPLAINTS IN RESPECT WITH THIS TENDER SHOULD BE LODGED WITHIN 14 DAYS OF THE ADVERTISEMENT.

NGWATHE LOCAL MUNICIPALITY

BID No: NLM: TEC 04 (02/2026)

DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER TO RENDER REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS FOR NGWATHE LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED BASIS FOR 3 YEARS.

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Contractor

Witness 1

Witness 2

i

Employer

Witness 1

Witness 2

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NGWATHE LOCAL MUNICIPALITY

| TENDER DETAILS | | | | |
|--|---|---------------------------------------|-------------------------|-------|
| TENDER NUMBER | NLM: TEC 04 (02/2026) | | | |
| TENDER TITLE | APPOINTMENT OF A SERVICE PROVIDER TO RENDER REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS FOR NGWATHE LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED FOR PERIOD OF 3 YEARS. | | | |
| CLOSING DATE | 24.03.2026 | CLOSING TIME | 12h00 | |
| SITE MEETING | DATE | 27 February 2026 | TIME | 10h00 |
| SITE MEETING ADDRESS | Ngwathe Local Municipality Municipal Side Hall - Parys | | | |
| CIDB GRADING REQUIRED | N/A | | LEVEL AND CATEGORY | N/A |
| TENDER DOCUMENT FEE | R 1 500.00 (collecting at Ngwathe Local Municipality) | | PREFERENCE POINT SYSTEM | 80/20 |
| BID BOX SITUATED AT | LIEBENBERGSTREK, PARYS, Ngwathe Local Municipality. | | | |
| OPERATING HOURS | The bid box is open during office hours, Monday to Friday from 07h30 to 16h30. | | | |
| OFFER TO BE VALID FOR | 90 | DAYS FROM THE CLOSING DATE OF TENDER. | | |
| PLEASE NOTE: | | | | |
| 1. Prospective suppliers must be registered on CSD prior to submitting bid (open tender) | | | | |

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TENDER DETAILS

- 2. Tenders that are deposited in the incorrect box will not be considered.**
3. Mailed, telegraphic, telex, or faxed tenders will not be accepted.
4. No late bids after closing date and time will be accepted.
5. Bids not clearly marked and unamend will not be accepted.
6. Bids may only be submitted on the bid documentation provided by the municipality.
7. No awards will be made to a person:
 - i. Who is in the service of the state,
 - ii. If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state
 - iii. Who is an advisor or consultant contracted with the municipality or municipal entity

BIDDER'S TENDER DOCUMENTATION DECLARATION CERTIFICATION

I, the undersigned certify that the information furnished on this declaration form is correct, completed and submitted.

| | |
|------------------------|--|
| NAME OF REPRESENTATIVE | |
| POSITION / DESIGNATION | |
| SIGNATURE | |
| DATE | |

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**TENDER NOTICE & INVITATION
NGWATHE LOCAL MUNICIPALITY
TENDER NO.: NLM: TEC 04 (02/2026) @ 12h00**

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), tenders are hereby invited for **APPOINTMENT OF A SERVICE PROVIDER TO RENDER REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS FOR NGWATHE LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED BASIS FOR 3 YEARS.**

Tender documents and specifications are available and can be obtained from CASHIERS OFFICE IN THE MAIN OFFICES, Liebenbergstrek, PARYS, 9585, Tel: [056] 816 2700, at a non-refundable deposit of **R1 500.00** when the bidder request/need a document from the municipality. Payments can be made through cash, payable to the Ngwathe Local Municipality cashiers.

The closing time for receipt of tenders is **24 March 2026 @12h00**. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late tenders** will under no circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Hereafter all bids will be open in public.

Any technical enquiries relating to the tender document may be directed to the **Manager: Electricity (Mr T Ntimotse 060 560 1374 or ntimotset@ngwathe.co.za**.

Fully completed tender documents, clearly marked **APPOINTMENT OF A SERVICE PROVIDER TO RENDER REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS FOR NGWATHE LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED BASIS FOR 3 YEARS.**

with "**NAME of TENDERER**" must be placed in a sealed envelope and placed in the **tender box 1 LIEBENBERGSTREK, PARYS, 9585, Ngwathe Local Municipality, Main Offices, Liebenbergstrek, Parys, 9585, by no later than 24 March 2026 at 12h00.** The envelope must be endorsed with number, title and closing date as indicated above.

Bidders will be evaluated on functionality whereby **70 points as minimum requirement** has to be attained before financial proposals can be looked at. A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the NLM Preferential Procurement Policy Framework effective from 02 May 2023 and also with the Preferential Procurement Regulations that was promulgated by the Minister of Finance on 04 November 2022 in Government Gazette No 47452 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Ngwathe Local Municipality where 80 points will be allocated in respect of price and 20 points in respect PPPFA level of contribution.

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No awards will be made to a person:

- Who is not registered on the Central Supplier Database;
- Who is in the service of the state;
- If that person is not a natural person , of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

The municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points

The municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points.

The following documents have to be attached (Bidders that fail to submit documents indicated as compulsory will be disqualified):

- Certified copy of Identity document be attached;
- Valid company tax clearance certificate be attached;
- Certified copy of the company registration certificate / founding certificate must be attached;
- Copy of company profile with clear references;
- PPPFA level (Attach copy of share certificate), and if applicable attach proof of disability;
- Proof of CSD registration report/CSD number;
- Valid letter of good standing (COIDA) must be attached;
- Audited annual financial statements for the past 3 years for the Bid above R10m;
- Copy of Professional Indemnity Insurance;
- Current Municipal rates & taxes account for company:
 1. For procurement expected to be less than 10 million, awards will not be made to bidders owing municipal rates and taxes for over 90 days at the time of tender closure;
 2. For procurement expected to be more than 10 million, awards will not be made to bidders owing municipal rates and taxes for over 30 days at the time of tender closure;
- Current Municipal rates & taxes information for the organizational directors to be attached and not in arrears for more than 90 days;
- Lease agreement together municipal account of the Landlord;
- All compulsory/ supplementary forms must be fully completed;
- For the briefing Session to be conducted; any queries must be directed to Managers/End Users;
- Failure to comply with the above-mentioned conditions may invalidate your bid.

**DR FP MOTHAMAHA
MUNICIPAL MANAGER**

Date

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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |



TERMS OF REFERENCE FOR:

APPOINTMENT OF A SERVICE PROVIDER TO RENDER REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS FOR NGWATHE LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED BASIS FOR 3 YEARS.

1. PURPOSE

The purpose of the bid to appoint a service provider for the **removal of illegal electricity connections** for **Ngwathe Local Municipality** on an **as and when required basis** for 3 years:

2. SCOPE:

The **Scope of Work** for the **removal of illegal electricity connections** for the **Ngwathe Local Municipality** on an **as and when required basis** will typically cover the following key tasks and responsibilities:

1. Identification of Illegal Electricity Connections.

- Conduct regular **inspections** in various areas of the municipality to **identify illegal electricity connections**.
- Investigate and verify reports of suspected illegal connections from residents, local authorities, or other sources.
- Utilize appropriate **electrical testing equipment** and techniques to confirm illegal connections.
- Maintain a **detailed log** and **documentation** of identified illegal connections, including photos, locations, and descriptions.
- Infiltrate affected areas under NLM instructions on a monthly basis on an as and when required basis in specified area provided by NLM
- Gather evidence (photos/ videos) submersible in court under NLM instructions on an as and when required basis
- Arrange arrest in conjunction with police services under NLM instructions on an as and when required basis.
- Attend court appearances under NLM instructions on an as and when required basis

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2. Removal and Disconnection of Illegal Connections

- Safely and effectively **disconnect and remove** illegal electricity connections.
- Work in compliance with **safety regulations** to avoid harm to personnel, residents, and infrastructure during the disconnection process.
- Ensure that the illegal connections are properly **disconnected and dismantled** to prevent reinstallation or further unauthorized use.
- Ensure that the **removal process** does not damage the existing infrastructure (e.g., power lines, transformers, meters, etc.).
 - All wires crossing the street to a specific house or pole must be removed up until the supply point.
 - In the event of no access to the destination of the illegals, the wires into the house must be properly insulated.
 - Remove all wires that are illegally connected directly to the electricity network infrastructure or public lighting. Wires must be removed up until the boundary of the identified area.

3. Restoration of Affected Infrastructure

- If removal of illegal connections causes any damage to municipal infrastructure, the service provider must **repair or restore** affected electrical infrastructure to proper working order.
- Ensure that any **metering systems** or connections removed during the process are appropriately replaced or reinstalled to meet legal standards.

4. Safety and Compliance

- Follow **all relevant safety protocols** during the identification, disconnection, and removal of illegal electricity connections.
- Ensure that all activities comply with relevant **national regulations** (e.g., Electricity Regulation Act, Occupational Health and Safety Act) and **municipal guidelines** for electricity distribution.
- Provide appropriate **personal protective equipment (PPE)** and ensure that workers adhere to safety guidelines.

5. Reporting and Documentation

- Maintain comprehensive records of all activities performed, including:
 - **Before and after photos** of each illegal connection removed.
 - A detailed **log of work** completed, including dates, locations, and the number of connections removed.

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- Any issues encountered during the process, such as difficulties with removal or safety concerns.
- Provide **written reports** to the municipality after each removal or disconnection, summarizing the work completed results, and any additional recommendations.
- Submit **monthly or weekly progress reports** summarizing activities, including the total number of illegal connections removed.

6. Customer/Community Interaction

- In cases where applicable, inform affected communities or residents about the **removal of illegal connections** and the potential **impacts** on electricity service.
- Work alongside municipal officials to **educate the public** on the risks and consequences of illegal connections.
- **Address complaints or queries** from residents in a professional and timely manner.

7. Emergency Response and Ad-hoc Work

- Provide the ability to respond to urgent requests for illegal connection removal on an **emergency or as-needed basis**. This includes:
 - **Quick-response teams** available to handle high-priority situations (e.g., dangerous illegal connections causing immediate hazards).
 - Flexible scheduling to meet the municipality's urgent needs.

8. Compliance with Environmental Standards

- Ensure that any materials, tools, or electrical components removed during the disconnection are disposed of in an **environmentally responsible manner**.
- Follow **environmental guidelines** for waste disposal and minimize any impact on the surrounding area.

9. Ongoing Monitoring and Support

- Provide **ongoing monitoring** to ensure that illegal connections do not reoccur in previously addressed areas.
- Support the municipality with **follow-up inspections** to confirm the effectiveness of removals and disconnections.
- Offer **maintenance** and **aftercare services** if required, such as rechecking previously identified areas.

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10. Quality Assurance and Performance Monitoring

- Ensure that all services are performed at a high standard of quality, with attention to both efficiency and safety.
- Cooperate with the municipality to conduct **performance assessments** on the service provider's work and ensure continuous improvement.

11. Security

- It is anticipated that there will be resistance from community members, thus the successful bidder must provide identification and security.
- **The following risk categories will apply:**
 - Low risk- (sparsely populated areas) 10 guards (Grade E, D, C), Supervisor/ Foreman (Grade A), 1 electrician (with relevant trade test certificate) and three assistants (with at least 3 years electrical experience).
 - Medium risk-(Moderately populated areas) 20 guards (Grade E,D,C), Supervisor/ Foreman (Grade A), 1 electrician (with relevant trade test certificate) and three assistants (with at least 3 years electrical experience)
 - High risk (Densely populated areas) 40 Guards (Grade E,D,C), Supervisor/Foreman (Grade A), 1 electrician (with relevant trade test certificate) and three assistants (with at least 3 years electrical experience)
- The PSIRA registered security supervisor must have experience in **crowd management**, conflict de-escalation and a clear command.
- In the event where the number of guards is not sufficient, the tenderer must indicate the number that will be required per risk category to be approved by Director: Technical services or representative thereof to provide one (1) electrician and three (3) assistants.
- If the security function is sub-contracted, a pre-contract or lease agreement for the duration of the contract must be attached and must comply with the specifications and insurance requirements.
- The successful bidder must inform South African Police Service (SAPS) about its intention of removing illegal connections prior the actual execution of the job.

12. The successful bidder must be available to testify or give evidence on behalf of the Municipality in court, whenever litigation follows because of the action and work done by the successful bidder in terms of this bid.

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13. EQUIPMENT

a. Electrical contractor

Must have transport that can go off-road with a ladder that can reach up to 10 meters high, equipment and uniform (ladder, Tester, Cable cutter, Insulation tape, safety boots, non-static overall, non-static fall arrester, safety glasses, hard hat and 1000v rated gloves; screwdrivers and any other electrical tools that may be needed to render the service. Must adhere to health and safety requirements. Transport claims will be paid from Parys municipal head office to the area where work will be done.

b. Security company

Must have own transport for the security personnel. The transport must be capable of carrying 40 passengers (utilization of more than one bus will be allowed) as per the requirement for high risk. In the event where the service provider leases the busses, a lease agreement must be attached. Transport claims will be paid from Municipal head office (Parys) to the area where work will be done. Bidders' armory must comply with Firearms Control Act (Act 60 of 2000).

14. HAZARD IDENTIFICATION AND RISK ASSESMENT (HIRA) MEETING

- a) A compulsory two-hour pre-planning meeting at Parys head offices shall be done for smooth execution of the project.
- b) The service provider representatives are senior stakeholders
- c) The session will include visiting the targeted areas prior to execution and taking photos of all wires to be removed.
- d) Instruction must be executed within 72 hours after HIRA meeting
- e) Failure to execute within the agreed date will result in a fine of R1000-00 per calendar day of failing to execute, unless there are compelling reasons i.e. strike.
- f) The service provider can arrange for site visits to do risk assessment.
- g) All infiltration, gathering of evidence will only be reported on monthly basis and will be confidential and will only be reported to relevant stake holders

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**MINIMUM QUALIFYING REQUIREMENTS FOR PROSPECTIVE SERVICE PROVIDERS
RETURNABLE TENDER DOCUMENTS MUST BE COMPILED WITH CLEAR FILES DIVIDERS
IN NUMERICAL ORDER AS PER THE BELOW MINIMUM REQUIREMENTS**

Minimum Qualifying Requirements /Compulsory Returnable Documents:

1. Fully Completed and Signed MBD Forms with a black ink (1; 4; 5; 6.1; 8 & 9).
2. Attach CSD registration report (NB: Detailed not summary).
3. Valid copy Entity / Company registration certificate.
4. Any alteration on the tender document must be signed **(NB: Not Initialed)**.
5. Every page on the tender documents must be signed **(NB: Not Initialed)**.
6. Forms must be signed in Black ink.
7. CIPC Abridged Certificate Annual returns **(NB applicable to entities that are in business for more than 12 months)**.
8. Company Profile (Detailing Experience and Reference contacts).
9. Proof of Municipal rates and taxes or services charges:
 - Of the company and all of its directors not in arrears for more than 90 days or
 - Confirmation from the municipality if municipal rates and taxes are not levied (for the company and all its director(s)) as per CK/Company form of address on the registration certificate or
 - If leasing, a signed lease agreement by the lessor and the lessee and a declaration/letter indicating that the bidder and/or the director does not have municipal account and that the municipal services; rates and taxes are paid by the property owner, should be signed by the lessor and such declaration/letter must be attached / Municipal rates in the name of the lessor for both company and director(s).
10. Original Certified copies of ID's of the Director(s) (Certification not older than 6 months from the closing date).
11. **In case of a Joint Venture**, Association or Consortium a formal contract agreement must be signed by both parties and be attached and the following must be adhered to:
 - All of the above requirements must be for the both entities.

NB: FAILURE TO MEET ANY OF THE ABOVE REQUIREMENTS WILL LEAD TO IMMEDIATE DISQUALIFICATION

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Mandatory Compliance:

1. Submission of a bid price indicating a detailed breakdown.
2. Submission of a project proposal responding to the technical evaluation criteria
3. The 1st phase will be the evaluation of bids on functionality and during this stage bids that do not meet the minimum threshold for functionality will be disqualified and will not be considered for the second phase of evaluation, i.e.
4. Commercial evaluation based on price and specific goal. The 2nd phase evaluation will be on price points (80 points) and PPPFA Status Level (20)
 - Price = 80 points
 - PPPFA = 20 points

Phase 1: Functionality Evaluation

1. One service provider will be appointed for this assignment.
2. Service providers must meet the minimum requirement. Failure to meet the minimum requirement in any of the deliverables will result in disqualification and the service provider not being considered for phase 2 evaluation.

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FUNCTIONALITY EVALUATION CRITERIA:

SCHEDULE OF WORK EXPERIENCE OF TENDERER

MINIMUM REQUIREMENTS:

Potential service providers will have to achieve all requirements from the below table for their bid to be considered for commercial evaluation (Pricing and Specific goals). This is required so that there is a level of comfort that the service provider can deliver the service with required professionalism and quality.

These criteria ensure that the appointed suppliers have the necessary expertise, experience, and capacity to provide reliable and efficient services to the Municipality.

1. REFERENCES/EXPERIENCE

Bidders should have adequate experience in rendering the services of removing illegal connections. A minimum of three **(3)** reference letters on similar service rendered with contactable references must be submitted with the tender document for both electrical and the security companies within the last ten (10) years.

It is the onus of bidders to make sure that they provide contactable reference letters. The municipality may verify the veracity of the provided references at any given time.

Should the content of the references not be verifiable, the letters will be disregarded, and the bidder will have no claim against the municipality

2. PERSONNEL, QUALIFICATION AND EXPERIENCE

2.1. Electrical staff

- a. Minimum of one qualified electrician with trade test certificate (Red seal) with a minimum of three years' experience after obtaining trade test certificate. This will be the supervisor of the electrical team and must also attach CV.
- b. A minimum of three artisan assistants (with at least 3 years' electrical experience) to assist the electrician (attach CV).

2.2. Security staff

- a. Minimum of one qualified security guard with firearm license and **Grade A** level. Must have three years supervisory experience on similar service rendered. This will be the supervisor of the security team. Must be PSIRA registered (include CV).
- b. Qualified security guards with a minimum of **Grade E,D,C** level with three years' experience on similar services rendered. Must be PSIRA registered (attach CV).

N.B: If key personnel are removed during the progress of the tender, he/ she must be replaced with the person with the same qualification and experience.

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15. CRITERIA FOR EVALUATION

| ITEM | DESCRIPTION | | YES | NO |
|-----------------------------------|--|---|-----|----|
| COMPANY EXPERIENCE | Attach a minimum of three (3) contactable reference letters with a company letterhead/logo where removing illegal electrical connections were rendered within the last ten (10) years (2015 to date) | | | |
| COMPANY PSIRA | Proof of PSIRA registration certificate for the bidding company. | | | |
| PERSONNEL CAPACITY | PRIVATE INVESTIGATOR | Private Investigator (Infiltration Agent). Minimum of a National Diploma (NQF 6) in Policing or higher qualification. (Attach certified copy of qualification) | | |
| | | A minimum of two years' experience in investigation or policing (Attach reference letter from precious employer on a letterhead) | | |
| | PROJECT MANAGER | A minimum of a B degree in Electrical Engineering (NQF 7) (Attach certified copy of qualification) | | |
| | | A minimum of two years' experience in the Electrical Field. (Attach CV indicating experience) | | |
| ELECTRICIAN | Attach one valid Electrical trade test certificate of qualified electrician. | | | |
| PSIRA | Attach 1 x PSIRA registration of the security supervisor (Grade A). | | | |
| PUBLIC LIABILITY INSURANCE | Proof of public liability insurance of ten (10) million rands in the company name or; Where the company's liability insurance is less than ten (10) million rands, the bidders must submit the current proof of insurance together with a letter of intent to increase the cover to ten (10) million rands upon award | | | |

NB: Any bidder found not to fully comply with the above will not be further evaluated on financial proposals and specific goals, Potential service providers will have to fully comply with the minimum requirements before their financial proposals and specific goals are evaluated.

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BIDDER

WITNESS

EMPLOYER

WITNESS

All technical enquiries should be directed to Manager: Electricity (Mr T Ntimotse 060 560 1374 or ntimotset@ngwathe.co.za).

PHASE 2: PRICE AND PREFERENTIAL POINTS ALLOCATIONS

For quotes with a Rand value below R50 000 000, the preference point system of 80/20 will apply, where 80 points will be for **(Price)** and 20 points will be for **PPPFA** status level.

| | |
|--------------|---------------------|
| Price | = 80 Points |
| PPPFA | = 20 Points |
| Total | = 100 Points |

| B-BBEE | Number of points allocated (90/10 system) (To be completed by the organ of state) | Number of points claimed (80/20 system) (To be completed by the tenderer) |
|--|--|--|
| ▪ Historically disadvantage individual | 5 | 10 |
| ▪ Locality | 5 | 10 |
| TOTAL POINTS | 10 | 20 |

CONCLUSION

Any false information given by the Prospective Service Provider and not meeting the minimum qualifying requirement, will lead to automatic disqualification of the PSP.

The council reserves the right to accept either the whole or part of any Bid, or not to appoint at all.

Faxes or e-mail is not acceptable. Bidders will be required to show compliance with the New Preferential Procurement Regulation of 2022.

| | | | | | |
|---------------|-----------------------|--------|---------|----------|---------|
| TENDER NO. | NLM: TEC 04 (02/2026) | | | | |
| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

COMPULSORY MUNICIPAL BID DOCUMENTATION

- MBD 1 : Invitation to tender
- MBD 4 : Declaration of interest
- MBD 5 : Declaration for procurement above R10 million
Declaration for audited/reviewed annual financial statements
- MBD 6.1 : Preference points in terms of Preferential Policy Regulations 2022
- MBD 8 : Declaration of bidder's past supply chain management practices
- MBD 9 : Certificate of Independent Bid Determine

APPROVED / NOT APPROVE

DR. F.P MOTHAMAHA
MUNICIPAL MANAGER

Date

NGWATHE LOCAL MUNICIPALITY
LIEBENBERGSTREK
PARYS
9585

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NGWATHE LOCAL MUNICIPALITY)

| | | | | | |
|-------------|----------------------------------|------------------|----------------------|------------------|--------------|
| BID NUMBER: | NLM: TEC 04 (02/2026) | CLOSING DATE: | 24 March 2026 | CLOSING TIME: | 12h00 |
|-------------|----------------------------------|------------------|----------------------|------------------|--------------|

DESCRIPTION APPOINTMENT OF A SERVICE PROVIDER TO RENDER REMOVAL OF ILLEGAL ELECTRICITY CONNECTIONS FOR NGWATHE LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED FOR PERIOD OF 3 YEARS.

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS

**LIEBENBERGSTREK
PARYS
9585**

SUPPLIER INFORMATION

| | | | | | |
|----------------------------|----------|--|------------|------------|--|
| NAME OF BIDDER | | | | | |
| POSTAL ADDRESS | | | | | |
| STREET ADDRESS | | | | | |
| TELEPHONE NUMBER | CODE | | NUMBE R | | |
| CELLPHONE NUMBER | | | | | |
| FACSIMILE NUMBER | CODE | | NUMBE R | | |
| E-MAIL ADDRESS | | | | | |
| VAT REGISTRATION NUMBER | | | | | |
| TAX COMPLIANCE STATUS | TCS PIN: | | OR | CSD No: | |

| | | | | | |
|---------------|------------------------------|--|--|--|--|
| TENDER NO. | NLM: TEC 04 (02/2026) | | | | |
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BIDDER

WITNESS

EMPLOYER

WITNESS

| | | | |
|--|--|---|--|
| <i>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF] | <i>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3] |
| <i>TOTAL NUMBER OF ITEMS OFFERED</i> | | <i>TOTAL BID PRICE</i> | R |
| <i>SIGNATURE OF BIDDER</i> | | <i>DATE</i> | |
| <i>CAPACITY UNDER WHICH THIS BID IS SIGNED</i> | | | |
| BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: | | TECHNICAL INFORMATION MAY BE DIRECTED TO: | |
| CONTACT PERSON | | CONTACT PERSON | |
| TELEPHONE NUMBER | | TELEPHONE NUMBER | |
| E-MAIL ADDRESS | | E-MAIL ADDRESS | |

| | | | | | |
|------------|-----------------------|--|--|--|--|
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BIDDER

WITNESS

EMPLOYER

WITNESS

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 ONLINE | | | | | |
| 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. | | | | | |
| 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 VIEW THE TAXPAYER’S PROFILE AND TAX STATUS. | | | | | |
| 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. | | | | | |
| 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. | | | | | |
| 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. | | | | | |
| 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. | | | | | |
| 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED. | | | | | |
| 3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS | | | | | |

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
| TENDER NO. | NLM: TEC 04 (02/2026) | | | | |
| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

- 3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?
- 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? YES NO
- 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES NO
- 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? YES NO
- 3.5. 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 ABOVE.

3. Service Providers Declaration and Privacy Notice

- 3.1I declare that I undertake to inform Ngwathe Local Municipality of any changes in my personal information.
- 3.2I, as a Service Provider of the Municipality hereby consent that the Municipality may collect, use, distribute, process my personal information for its business purposes, which may include, but is not limited to,
- 3.2.1 internal administrative processes pertaining to services rendered or goods provided to the Municipality;
 - 3.2.2 conducting service provider vetting; and
 - 3.2.3 rendering services or providing goods to Ngwathe Local Municipality.
- 3.3I also consent that the Municipality may share my personal information with the South African Revenue Service, Companies and Intellectual Property Commission, Department of Trade and Industry, Provincial Treasury, Black Economic Empowerment Commission, Competition Commission, South African Police Service, Banks, External Auditors, Suppliers Vetting Agencies, relevant governance structures, relevant government institutions and legal entities which may lawfully require such information for legal obligations.
- 3.4I understand that in terms of the Protection of Personal Information Act (POPIA) and other laws of the country, there are instances where my express consent is not necessary to permit the processing of personal information, which may be related to investigations, litigation, compliance with legislative requirements or when personal information is publicly available.
- 3.5I will not hold the Municipality responsible for any improper or unauthorized use of personal information that is beyond its reasonable control.
- 3.6I confirm that I have read the notice and understand the contents.

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

4. I, the undersigned certify that the information furnished on this declaration form is correct.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

| No. | Information | Please provide detail | |
|-------|---|-----------------------|----|
| 3.1 | Full name of bidder or his or her representative | | |
| 3.2 | Identity number | | |
| 3.3 | Position occupied in the company (director, trustee, hareholder ²) | | |
| 3.4 | Company registration number | | |
| 3.5 | Tax reference number | | |
| 3.6 | VAT registration number | | |
| Note | <i>(The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.)</i> | | |
| 3.7 | Are you presently in the service of the state? If yes, please furnish particulars : | Yes | No |
| 3.7.1 | Name of director | | |

| | | | | | |
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

| | | |
|-------|-------------------------------|--|
| | | |
| 3.7.2 | Service of state organization | |

| | | | |
|--------|--|-----|----|
| 3.8 | Have you been in the service of the state for the past twelve months? If yes, please furnish particulars : | Yes | No |
| 3.8.1 | Name of director | | |
| 3.8.2 | Service of state organization | | |
| 3.9 | Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? If yes, please furnish particulars : | Yes | No |
| 3.9.1 | Name of person in the service of state | | |
| 3.9.2 | Relationship | | |
| 3.10 | Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? If yes, please furnish particulars : | Yes | No |
| 3.10.1 | Name of person in the service of state | | |
| 3.10.2 | Relationship | | |
| 3.11 | <i>Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?</i> If yes, please furnish particulars : | Yes | No |
| 3.11.1 | Name of director | | |

| | | | | |
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BIDDER

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| | | | |
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| 3.11.2 | Service of state organization | | |
| 3.12 | Is any spouse, child or parent of the company's director trustees, managers, principle shareholders or stakeholders in service of the state? If yes, please furnish particulars: | Yes | No |
| 3.12.1 | Name of director | | |
| 3.12.2 | Name of relative | | |
| 3.12.3 | Relationship | | |
| 3.13 | Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract? If yes, please furnish particulars: | Yes | No |
| 3.13.1 | Name of director | | |
| 3.13.2 | Related company | | |
| Note: | <p>SCM Regulations:</p> <p>"In the service of the state" means to be –</p> <ul style="list-style-type: none"> (a) a member of – <ul style="list-style-type: none"> (i) any municipal council; (ii) any provincial legislature; or (iii) the national Assembly or the national Council of provinces; (b) a member of the board of directors of any municipal entity; (c) an official of any municipality or municipal entity; (d) an employee of 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); (e) a member of the accounting authority of any national or provincial public entity; or (f) an employee of Parliament or a provincial legislature. | | |

| | | | | | |
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BIDDER

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| | |
| | <p>“² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.</p> |

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

| Full Name | Identity Number | State Employee Number |
|-----------|-----------------|-----------------------|
| | | |
| | | |

5. Service Providers Declaration and Privacy Notice

- 5.1 I declare that all the personal information furnished by me on this form is true and correct, and I undertake to inform Ngwathe Local Municipality of any changes in my personal information.
- 5.2 I, as a Service Provider of the Municipality hereby consent that the Municipality may collect, use, distribute, process my personal information for its business purposes, which may include, but is not limited to,
 - 5.2.1 internal administrative processes pertaining to services rendered or goods provided to the Municipality.
 - 5.2.2 conducting service provider vetting; and
 - 5.2.3 rendering services or providing goods to Ngwathe Local Municipality.
- 5.3 I also consent that the Municipality may share my personal information with the South African Revenue Service, Companies and Intellectual Property Commission, Department of Trade and Industry, Provincial Treasury, Black Economic Empowerment Commission, Competition Commission, South African Police Service, Banks, External Auditors, Suppliers Vetting Agencies, relevant governance structures, relevant government institutions and legal entities which may lawfully require such information for legal obligations.
- 5.4 I understand that in terms of the Protection of Personal Information Act (POPIA) and other laws of the country, there are instances where my express consent is not necessary to permit the processing of personal information, which may be related to investigations, litigation, compliance with legislative requirements or when personal information is publicly available.
- 5.5 I will not hold the Municipality responsible for any improper or unauthorised use of personal information that is beyond its reasonable control.
- 5.6 I confirm that I have read the notice and understand the contents.

| | | | | | |
|------------|-----------------------|--|--|--|--|
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|------------|-----------------------|--|--|--|--|

BIDDER

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6. I, the undersigned certify that the information furnished on this declaration form is correct.

| | |
|---|-------------------------|
| I accept that the state may act against me should this declaration prove to be false. | |
| NAME OF REP: _____ | SIGNATURE: _____ |
| DATE: _____ | CAPACITY: _____ |

| | | | | | |
|---------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

DECLARATION FOR PROCUREMENT ABOVE R10-MILLION

(ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

| | | Tick applicable box | |
|-----|--|---------------------|----|
| 1. | Are you by law required to prepare annual financial statements for auditing? | Yes | No |
| 1.1 | If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years. | Yes | No |
| 2. | Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days? | Yes | No |
| 2.1 | If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days. | Yes | No |
| 2.2 | If yes, provide particulars: | | |
| 3. | Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract? | Yes | No |
| 3.1 | If yes, provide particulars: | | |
| 4. | Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic? | Yes | No |
| 4.1 | If yes, provide particulars: | | |

| | | | | | |
|------------|-----------------------|--|--|--|--|
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CERTIFICATION

**I, the undersigned certify that the information furnished on this declaration form is correct
I accept that the state may act against me should this declaration prove to be false.**

| | |
|-------------------------------|---|
| | |
| NAME OF REPRESENTATIVE | AUTHORIZED SIGNATURE (UNDERSIGNED) |
| | |
| DATE | CAPACITY |

| | | | | | |
|---------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

AUDITED/INDEPENDENTLY REVIEWED ANNUAL FINANCIAL STATEMENT DECLARATION

| SECTION A - COMPANY TYPE | | | |
|--|------------|-----------|--|
| | Yes | No | Comment |
| Is the bidder a public company? Tick applicable box | | | If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years. |
| | | | If no, complete section B |

| SECTION B - PUBLIC INTEREST (PI) SCORE COMPUTATION | | |
|---|---------|------------------------|
| | | Allocate points |
| Workforce (Number of employees in prior financial year) - 1 point per employee | Number: | |
| Third party liabilities – 1 point per R1 million (or portion of) | R | |
| Turnover – 1 point per R1 million (or portion of) | R | |
| Number of shareholders – 1 point per shareholder (irrespective of how many shares they hold individually). | Number: | |
| | | Total |
| <p>If the PI score is more than 350, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.</p> <p>If the PI score is less than 350, proceed to section C</p> | | |

| SECTION C |
|---|
| Submit independently reviewed annual financial statements for the past three years or since the date of establishment if established during the past three years. |

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

CERTIFICATION

I, the undersigned certify that the information furnished on this declaration form is correct
 I accept that the state may act against me should this declaration prove to be false.

| | |
|------------------------------------|--|
| Name of representative: | |
| Capacity: | |
| Authorized signature (undersigned) | |
| Date: | |

| | | | | | |
|------------|-----------------------|--|--|--|--|
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BIDDER

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

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

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

GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
 - the 80/20 system for requirements with a Rand value below R50 000 000 (all applicable taxes included).
- 1.2 **To be completed by the organ of state**
 - a) The applicable preference point system for this tender is the 90/10 preference point system.
 - b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
 - (a) Price; and
 - (b) PPPFA Level of Contributor.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

| | POINTS |
|-----------------------------------|--------|
| PRICE | 80 |
| PPPFA STATUS LEVEL OF CONTRIBUTOR | 20 |
| Total points for Price and PPPFA | 100 |

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

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

DEFINITIONS

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

2. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

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

Where

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

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

or

90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

| | | | | | |
|------------|-----------------------|--|--|--|--|
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POINTS AWARDED FOR PPPFA STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 2022 Preferential Procurement Policy Framework Act, points status level of contribution in accordance with the table below:

| PPPFA Status Level of Contributor | Number of points (90/10 system) | Number of points (80/20 system) |
|--------------------------------------|---------------------------------|---------------------------------|
| Historically disadvantage individual | 5 | 10 |
| Locality | 5 | 10 |
| Non-compliant contributor | 0 | 0 |

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

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BIDDER

WITNESS

EMPLOYER

WITNESS

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary

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

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|---------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

MBD 8 DECLARATION OF BIDDERS PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This municipal bidding document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - 3.1 abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - 3.2 been convicted for fraud or corruption during the past five years;
 - 3.3 willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - 3.4 been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004).
4. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

| Item | Question | Yes | No |
|-------|--|-----|----|
| 4.1 | <p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the accounting officer / authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website www.treasury.gov.za and can be accessed by clicking on its link at the bottom of the home page</p> | Yes | No |
| 4.1.1 | If so, furnish particulars: | | |
| 4.2 | <p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website www.treasury.gov.za by clicking on its link at the bottom of the home page.</p> | Yes | No |

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

| Item | Question | Yes | No |
|-----------|---|-----|----|
| 4.2.1 | If so, furnish particulars: | | |
| 4.3 | Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years? | Yes | No |
| 4.3.1 | If so, furnish particulars: | | |
| 4.4 | Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months? | Yes | No |
| 4.4.1 | If so, furnish particulars: | | |
| 4.5 | Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract? | Yes | No |
| 4.5.1 | If so, furnish particulars: | | |
| 5. | Service Providers Declaration and Privacy Notice | | |
| 5.1 | I declare that I undertake to inform Ngwathe Local Municipality of any changes in my personal information. | | |
| 5.2 | I, as a Service Provider of the Municipality hereby consent that the Municipality may collect, use, distribute, process my personal information for its business purposes, which may include, but is not limited to, | | |
| 5.2.1 | internal administrative processes pertaining to services rendered or goods provided to the Municipality; | | |
| 5.2.2 | conducting service provider vetting; and | | |
| 5.2.3 | rendering services or providing goods to Ngwathe Local Municipality. | | |
| 5.3 | I also consent that the Municipality may share my personal information with the South African Revenue Service, Companies and Intellectual Property Commission, Department of Trade and Industry, Provincial Treasury, Black Economic Empowerment Commission, Competition Commission, South African Police Service, Banks, External Auditors, Suppliers Vetting Agencies, relevant governance structures, relevant government institutions and legal entities which may lawfully require such information for legal obligations. | | |
| 5.4 | I understand that in terms of the Protection of Personal Information Act (POPIA) and other laws of the country, there are instances where my express consent is not necessary to permit the processing of personal information, which may be related to investigations, litigation, compliance with legislative requirements or when personal information is publicly available. | | |

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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

| Item | Question | Yes | No |
|------|--|-----|----|
| 5.5 | I will not hold the Municipality responsible for any improper or unauthorised use of personal information that is beyond its reasonable control. | | |
| 5.6 | I confirm that I have read the notice and understand the contents. | | |
| 5.7 | I, the undersigned certify that the information furnished on this declaration form is correct. | | |

CERTIFICATION

I, the undersigned certify that the information furnished on this declaration form true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

| | |
|---------------------------|-------------------------|
| NAME OF REP: _____ | SIGNATURE: _____ |
| DATE: _____ | CAPACITY: _____ |

| | | | | | |
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CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This municipal bidding document (MBD) must form part of all bids¹ invited.
- 2 Section 4(1)(b)(iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38(1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - 3.1. take all reasonable steps to prevent such abuse;
 - 3.2. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - 3.3. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

| | | | | | |
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Tender Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and

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- (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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 consortium³ will not be construed as collusive bidding.
 7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
 9. 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.

Service Providers Declaration and Privacy Notice

10. I declare that I undertake to inform Ngwathe Local Municipality of any changes in my personal information.
11. I, as a Service Provider of the Municipality hereby consent that the Municipality may collect, use, distribute, process my personal information for its business purposes, which may include, but is not limited to,
 - 11.1 internal administrative processes pertaining to services rendered or goods provided to the Municipality;
 - 11.2 conducting service provider vetting; and
 - 11.3 rendering services or providing goods to Ngwathe Local Municipality.

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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

- 12. I also consent that the Municipality may share my personal information with the South African Revenue Service, Companies and Intellectual Property Commission, Department of Trade and Industry, Provincial Treasury, Black Economic Empowerment Commission, Competition Commission, South African Police Service, Banks, External Auditors, Suppliers Vetting Agencies, relevant governance structures, relevant government institutions and legal entities which may lawfully require such information for legal obligations.
- 13. I understand that in terms of the Protection of Personal Information Act (POPIA) and other laws of the country, there are instances where my express consent is not necessary to permit the processing of personal information, which may be related to investigations, litigation, compliance with legislative requirements or when personal information is publicly available.
- 14. I will not hold the Municipality responsible for any improper or unauthorised use of personal information that is beyond its reasonable control.
- 15. I confirm that I have read the notice and understand the contents.
- 16. I, the undersigned certify that the information furnished on this declaration form is correct.

³ 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.

17. 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.

Signature

Date

Position

Name of Bidder

| | | | | | |
|------------|-----------------------|--------|---------|----------|---------|
| TENDER NO. | NLM: TEC 04 (02/2026) | | | | |
| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

GENERAL CONDITIONS OF CONTRACT

The General Conditions of Contract are not included in this document and may be downloaded from the following website – www.treasury.gov.za/legislation.

C2 PRICING SCHEDULE

C2.1 PRICING INSTRUCTIONS

- a) These pricing instructions provide the tenderer with guidelines and requirements with regard to the completion of the pricing schedule. These pricing instructions also describe the criteria and assumptions which will be assumed in the contract to have been taken into account by the tenderer when developing his prices.
- b) The pricing schedule shall be read with all the documents which form part of this contract.
- c) The following words have the meaning hereby assigned to them:

| Words/Abbreviation | Meaning |
|--------------------|---------|
| Example: M | Meter |
| | |

- d) The rates to be inserted in the pricing schedule are to be full inclusive for the work described under the specification. Such rates shall cover all costs and expenses that may be required in and for the execution of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based, as well as overhead charges and profit.
- e) A rate is to be entered against each item in the Schedule of Fees and Disbursements. An item against which no rate is entered will invalidate your offer. Alterations must be acknowledged as per clause 2.11 of '1.3 STANDARD CONDITIONS OF TENDER'.
- f) All rates and sums of money quoted in the pricing schedule shall be in Rands and whole cents. Fractions of a cent shall be discarded.
- g) All travelling costs, accommodation, meals and other incidental costs are to be included in the time based costs.
- h) Provisional amounts shall only be expended on the specific instruction of the Employer.
- i) All prices and rates entered in the pricing schedule must be **exclusive of Value Added Tax (VAT)**.

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- j) If registered VAT is should be added at below the schedule. If not VAT registered indicate “zero” or “-“
- k) Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
- l) In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- m) In cases of contract periods longer than 12 months and price adjustments is applicable, it will be based on CPI. If higher inflation is required indicate CPI + and number %.
- n) If the tender required firm (fixed prices) the amount indicated will be the tender amount.
- o) If the tender amount is payable at end of contract on delivery of goods and services, Scratch out total per month with N/A or “-“
- p) If the tender amount is based on rates, the tender will be awarded to the rate and the total contract amount will only be used for evaluation purposes.

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C2.2 MBD 3.1 BID PRICE

PURCHASES

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

Name of Bidder:.....

Bid Number: NLM: TEC 04 (02/2026)

Closing Date: 24 March 2026 **Closing Time: 12h00**

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID

Bidders are advised to price their offers according to the pricing schedule provided, no other pricing schedules/structures/methods will be considered. If a bidder fails to adhere to this, they will not be further evaluated and they will be disqualified.

PRICING SCHEDULE

| <u>ITEM</u> | <u>ITEM DESCRIPTION</u> | <u>UOM</u> | <u>EST QTY</u> | <u>RATE EXCLUDING VAT</u> |
|-------------|--|------------|----------------|---------------------------|
| 1. | Electrician | Per hour | 1 | |
| 2. | Artisan assistant | Per hour | 1 | |
| 3. | Security (Supervisor) Grade A | Per hour | 1 | |
| 4. | Security personnel Grade C, D & E) | Per hour | 1 | |
| 5. | Electrical Transport within Ngwathe Local Municipality | Per km | 1 | |
| 6. | Security Transport within Ngwathe Local Municipality | Per km | 1 | |

| | | | | | |
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BIDDER

WITNESS

EMPLOYER

WITNESS

NGWATHE LOCAL MUNICIPALITY - BID No: NLM: TEC 04 (02/2026)

| | | | | |
|----------------------------|---|----------------|---|----------|
| | | | | |
| 7. | Court case | Per Appearance | 1 | |
| 8. | Infiltrating agent | Per case | 1 | |
| 9. | Transport within Ngwathe Local Municipality | Per case | 1 | |
| 10. | Arrest | Per case | 1 | |
| 11. | Report with photos and video content. | Per report | 1 | |
| 12. | Surveillance and monitoring | Per area | 1 | |
| TOTAL EXCLUDING VAT | | | | R |
| VAT @ % | | | | R |
| TOTAL INCLUDING VAT | | | | R |

| | | | | | |
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BIDDER

WITNESS

EMPLOYER

WITNESS

10. PAYMENTS

All valid invoices are to be paid subjective to availability of funds from date of receipt by the Municipality.

Ngwathe Local Municipality will not accept any responsibility for the non-payment of any invoice submitted by the successful bidder if the relevant invoice does not reflect an official municipal order number and no progress report attached to it.

N.B Payment will not be processed without the submission of reports as indicated above.

11. ELIGIBILITY CRITERIA

Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:

- 11.1 Tenderer meets the minimum requirements
- 11.2 Tenderer has the managerial capacity, reliability and experience regarding the nature of the tender.
- 11.3 The tenderer is not in arrears for more than 3 months with municipal rates and taxes and municipal service charges;
- 11.4 The tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and
- 11.5 The tenderer has not:
 - Abused the Employer’s Supply Chain Management System; or
 - Failed to perform on any previous contract and has been given written notice to this effect.
 - It is considered that the performance of the services will not be compromised through any conflict of interest.)

12. MANDATORY INFORMATION TO BE SUBMITTED

All attachments as indicated on the tender advert and all supporting documents requested for evaluation purposes.

13. JOINT VENTURES AND CONSORTIUMS

The following documents must be attached:

- Copy of Signed Joint Venture Agreement
- Summary report of Central Supplier Database of JV

14. PERIOD OF CONTRACT

The period of the contract will be from date of appointment to 30 June 2028 but should work rendered be unsatisfactory the contract will be summarily terminated and a new contractor will be appointed.

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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

15. SERVICE LEVEL AGREEMENT

A service level agreement will be entered into with the successful bidder.

Scope of work will be part of the SLA

16. ACCEPTANCE OF OFFER

The Municipality reserves the right to appoint as many service providers (or as many additional services providers) as it in its sole discretion requires to achieve the objective set out in this bid document. The Municipality will have the right to appoint additional service providers at any stage during the term of appointment of the successful bidder/-s. The Municipality reserves the right not to award the tender or any part of the tender subject to the availability of budgetary funds.

17. EVALUATION

Tenders will be evaluated on minimum requirement. Only tenders who meets the minimum requirement will be further evaluated on price and preference points.

18. PENALTIES

The following penalties shall apply. If, at any stage during the Contract period or extensions thereto, the Contractor fail to provide the service in the manner described in the contract, then the Contractor shall pay to the Municipality a penalty or penalties for each occurrence that such event or such requirements are not met. The Relevant Authorized Person shall be entitled to apply the penalty or penalties in terms of this Clause. The events or requirements for which penalties shall be applied and the corresponding amounts of the penalties are described below:

FOR SUPPLY AND DELIVERY:

If the service provider fails by the delivery date to deliver the goods at the specified target area final destination in accordance with the specifications and in the quantity ordered, then the service provider shall be liable to the MUNICIPALITY for the sum(s) stated below as penalty/-ies for every day which lapses between the due date and the actual date of delivery of the goods. The penalty for delay shall be as follows:

The penalty for delay shall be 0.05 % of the total order (excluding VAT) per calendar day that delivery of the goods is delayed, to be deducted from a subsequent payable invoice.

FOR SERVICES / PROJECT:

If the service provider fails by the due completion date to complete or render the works / services specified, then the service provider will be liable to the Municipality in the amount of 0,05% of the total invoice amount (excluding VAT) in respect of such work / services per calendar day that completion thereof is delayed, to be deducted from a subsequent payable invoice.

| | | | | | |
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |

19. **VALIDITY PERIOD**

The tender shall be valid for 90 days from date of opening the tender.

GENERAL CONDITIONS OF CONTRACT

The General Conditions of Contract are not included in this document and may be downloaded from the following website –

<http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions>.

| | | | | | |
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| | | BIDDER | WITNESS | EMPLOYER | WITNESS |