

---

## Gauteng Partnership Fund



**BID NUMBER: RFP/014/22**

The design, construction, operation and maintenance of alternative sanitation (sewer) solutions for informal settlements and other Gauteng Department of Human Settlements projects for a period of five (5) Year.

**BRIEFING SESSION: Non-compulsory briefing session**  
**Date: 20 February 2023 at 11h00am**

**Via Microsoft teams on the below link:**

[https://teams.microsoft.com/l/meetupjoin/193ameeting\\_NDY5NzUyYTctM2JiNS00YWVjLTg5NjgtOGRkNzU4NGMzN2Y4%40thread.v2/0?context=%7b%22Tid%22%3a%22154b23b9-ec74-445b-b5383a100312fd1a%22%2c%22Oid%22%3a%22456d5299-fb52-48fa-a0d0-ef6ee353c55f%22%7d](https://teams.microsoft.com/l/meetupjoin/193ameeting_NDY5NzUyYTctM2JiNS00YWVjLTg5NjgtOGRkNzU4NGMzN2Y4%40thread.v2/0?context=%7b%22Tid%22%3a%22154b23b9-ec74-445b-b5383a100312fd1a%22%2c%22Oid%22%3a%22456d5299-fb52-48fa-a0d0-ef6ee353c55f%22%7d)

**at Gauteng Partnership Fund, GPF Offices, 82 Grayston Drive, 1st Floor,  
Sandton, 2196 (Deposit in the tender box)**

**ENQUIRIES: [tenders@gpf.org.za](mailto:tenders@gpf.org.za)**

**CLOSING DATE AND TIME:**  
**06 March 2023 AT 11H00AM**

## Table of Contents

No.	Description	Page
1.	Cover Page	1
2.	Table of Contents	2
3.	Acronyms	3
4.	General conditions of bid	4
5.	Enquiries	4
6.	Bid Validity Period	4
7.	Instructions on submission of Bids	4
8.	Preparation of Bid Response	5
9.	Supplier Performance Management	6
10.	Supplier Development	6
11.	GPF's Rights	6
12.	Undertakings by the Bidder	7
13.	Reasons for disqualification	7
14.	Response Format (Returnable Schedules)	8
15.	Functional requirements specification	10
16.	Background	11
17.	Upgrading of Informal Settlements (UISP)	12
18.	The Objectives of the Terms of Reference	12
19.	Selected Informal Settlements	13
20.	Detailed Scope of Work for Alternative Sanitation (Sewer) Solutions	14
21.	Social facilitation and mobilization	15
22.	Evaluation criteria	15
23.	Enquiries	21
24.	Annexure 1: Bid invitation	22
25.	Annexure 2: Pricing schedule	26
26.	Annexure 3: SBD 4 Bidder's disclosure	28
27.	Annexure 4: SBD 6.1 Preference points claim form in terms of the preferential procurement regulations 2022	31
28.	Annexure 5: GPF's standard conditions	36
29.	Annexure 6: Government procurement general conditions of contract	47
30.	Annexure 7: Protection of Personal Information Act 4 of 2013	66
31.	Commitment/undertaking	67

## ACRONYMS

GPF	Gauteng Partnership Fund
ICASA	Independent Communications Authority of South Africa
SLA	Service Level Agreement
GDHS	Gauteng Department of Human Settlements
PPE	Provincial Public Entity
GPG	Gauteng Provincial Government
PFMA	Public Finance Management Act
SLA	Service Level Agreement
SANAS	South African National Accreditation System
CIPC	Companies and Intellectual Properties Commission
EME	Exempted Micro Enterprise
QSE	Qualifying Small Enterprise

## 1. SECTION 1: GENERAL CONDITIONS OF BID

### Proprietary Information

GPF considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to GPF. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of GPF.

## 2. Enquiries

- 2.1. All communication and attempts to solicit information of any kind relative to this RFP should be channelled **in writing** to:

Name: Ms Xalati Maluleke

Email address: [tenders@gpf.org.za](mailto:tenders@gpf.org.za)

- 2.2. Closing date for enquiries in relation to this RFP will be **22 February 2023 @ 16h00pm.**
- 2.3. The enquiries will be consolidated and GPF will issue one response and such response will be posted, within two days after the last day of enquiries, onto the GPF website ([www.gpf.org.za](http://www.gpf.org.za)) under tenders i.e. next to the same RFP document.
- 2.4. The GPF may respond to any enquiry in its absolute discretion and the bidder acknowledges that it will have no claim against the GPF on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

## 3. Bid Validity Period

- 3.1. Responses to this RFP received from bidders will be valid for a period of 180 days counted from the bid closing date.

## 4. Instructions on submission of Bids

- 4.1. Bids should be submitted in duplicate (2 hard copies) and one electronic copy (on CD/USB) in PDF format all bound in a sealed envelope endorsed. The sealed envelope must be placed in the bid box at the First-floor area of the GPF Offices,

82 Grayston Drive, 1<sup>st</sup> Floor, Sandton, 2196 by no later than **11:00 AM [Telkom time]**.

- 4.2. Bids must be submitted in the prescribed response format, herein reflected as

**Response Format.**

- 4.3. The bid closing date, bidder name and the return address must also be endorsed on the envelope.
- 4.4. If a courier service company is being used for delivery of the bid response, the bid description must be endorsed on the delivery note/courier packaging and the courier must ensure that documents are placed / deposited into the bid box found on the GPF Offices, 82 Grayston Drive, 1<sup>st</sup> Floor, Sandton, 2196. **The GPF will not be held responsible for any delays where bid documents are handed to the GPF Receptionist/ officials.**
- 4.5. No bid response received by telegram, telex, email, facsimile or similar medium will be considered.
- 4.6. Where a bid response is not in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. **It is the GPF's policy not to consider late bids for tender evaluation.**

**5. Preparation of Bid Response**

- 5.1. All the documentation submitted in response to this RFP must be in English.
- 5.2. The bidder is responsible for all the costs that it shall incur related to the preparation and submission of the bid document.
- 5.3. Bids submitted by bidders which are or comprised of companies must be signed by a person or persons duly authorised thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.
- 5.4. The bidder should check the numbers of the pages of its bid to satisfy itself that none of their documents are missing or duplicated. No liability will be accepted by GPF in regard to anything arising from the fact that pages/documents of a bid are missing or duplicated.
- 5.5. A valid tax compliance status PIN must be included in the bid response to verify bidders' tax compliance status.

- 5.6. All bidders must be registered on the Central Supplier Database (CSD) prior to submitting bids and include in their bid a copy of their Master Registration Number (Supplier Number) in order for GPF to verify the bidder's tax status on CSD and other Governing compliances.

## 6. **Supplier Performance Management**

- 6.1. Supplier Performance Management is viewed by the GPF as a critical component in ensuring value for money acquisition and good supplier / or service provider relations between the GPF and all its suppliers.
- 6.2. The successful bidder shall, upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the GPF, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor and assess the supplier 's performance and ensure effective delivery of service, quality and value-add to GPF's business.

## 7. **Supplier Development**

- 7.1. The GPF promotes enterprise development. In this regard, successful bidders may be required to mentor SMMEs and/ or Youth-Owned businesses. The implications of such arrangement will be subject to negotiations between the GPF and the successful bidder.

## 8. **GPF's Rights**

- 8.1. The GPF is entitled to amend any bid conditions, bid validity period, RFP specifications, or extend the bid closing date, all before the bid closing date. All bidders, to whom the RFP documents have been issued and where the GPF has record of such bidders, may be advised in writing of such amendments in good time and any such changes will be posted on the GPF's website under the relevant tender information. All prospective bidders should therefore ensure that they visit the website regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.
- 8.2. The GPF reserves the right to award this bid as a whole or in part.
- 8.3. The GPF reserves the right to conduct site visits at bidder's corporate offices and / or at client sites if so required.
- 8.4. The GPF reserves the right to consider the guidelines and prescribed hourly remuneration rates for consultants as provided in the **National Treasury Instruction 03 of 2017/2018: Cost Containment Measures**, where relevant.
- 8.5. The GPF reserves the right to request all relevant information, agreements and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the GPF to conduct background checks on the bidding entity and any of its

directors / trustees / shareholders / members.

## 9. Undertakings by the Bidder

- 9.1. By submitting a bid in response to the RFP, the bidder will be taken to offer to render all or any of the services described in the bid response submitted by it to the GPF on the terms and conditions and in accordance with the specifications stipulated in this RFP document.
- 9.2. The bidder may be required to attend an interview should GPF require such and the bidder shall be notified thereof in good time before the actual presentation date. Such interview may include a practical demonstration of understanding products or services as called for in this RFP.
- 9.3. The bidder agrees that the offer contained in its bid shall remain binding upon him/her and receptive for acceptance by the GPF during the bid validity period indicated in the RFP and calculated from the bid closing hour and date such offer and its acceptance shall be subject to the terms and conditions contained in this RFP document read with the bid.
- 9.4. The successful bidder accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and SLA to be concluded with GPF, as the principal(s) liable for the due fulfilment of such contract.
- 9.5. The bidder accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the bidder. All supporting documentation and manuals submitted with its bid will become GPF property unless otherwise stated by the bidder/s at the time of submission.

## 10. Reasons for disqualification

- 10.1. The GPF reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder:
- 10.1.1. Bidders who submit incomplete information and documentation according to the requirements of this RFP document;
- 10.1.2. Bidders who submit information that is fraudulent, factually untrue or inaccurate.
- 10.1.3. Bidders who receive information not available to other potential bidders through fraudulent means.
- 10.1.4. Bidders who do not comply with **mandatory requirements** if stipulated in the RFP document; and/or
- 10.1.5. Bidders who fail to attend a compulsory briefing session if stipulated in the tender advert

and/ or in this RFP document.

## 11. **Response Format (Returnable Schedules)**

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

11.1. **Cover Page:** (the cover page must clearly indicate the RFP reference number, bid description and the bidder's name)

### 11.2. **Schedule 1:**

11.2.1. Executive Summary

11.2.2. Company Registration Documents

11.2.3. Central Supplier Database Report

### 11.3. **Schedule 2**

11.3.1. Valid tax compliance status PIN must be included in the bid response to verify bidders' tax compliance status.

11.3.2. Annexure 1: SBD 1 (duly completed and signed).

11.3.3. Annexure 2 SBD 3.1 (duly completed and signed).

11.3.4. Annexure 3: SBD 4 (duly completed and signed).

11.3.5. Annexure 4: SBD 6.1 (duly completed and signed).

11.3.6. Agency.

11.3.7. Annexure 5: GPF's Standard Condition of bid and General Condition of Contract (signed).

11.3.8. Annexure 6: General Conditions of Contract (signed)

11.3.9. Annexure 7: Protection of Personal Information Act 4 of 2013 (POPIA) completed and signed.

11.3.10. Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable).

**Note: If a bidder is a Consortium, Joint Venture or Prime Contractor with Subcontractor(s), the documents listed above (11.3.1-11.3.6) must be submitted for each Consortium/ JV member or Prime Contractor and Subcontractor(s).**



## **SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION**

## **SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION**

### **1. BACKGROUND**

- 1.1. The Gauteng Partnership Fund (GPF) was founded in 2002 as a Benevolent Trust under the Trust Properties Control Act 57 (1988), by the Executive Authority of the GPF, Gauteng Department of Human Settlements. Gauteng Partnership Trust is trading as the Gauteng Partnership Fund (GPF).
- 1.2. 31 August 2005 GPF was listed as a Schedule 3C Provincial Public Entity (PPE), in terms of the Public Finance Management Act (Act 1 of 1999, as amended by Act 29 of 1999) (PFMA). The Gauteng Partnership Trust trading as Gauteng Partnership Fund (GPF) is a PFMA Schedule 3C provincial public entity under the Gauteng Department of Human Settlements (GDHS).
- 1.3. The mandate of the GPF is to serve as the Gauteng Department of Human Settlements (GDHS) capital raising and implementing agent of identified Mega Projects in the Gauteng Province. In 2002, the Gauteng Department of Housing (later configured as the Gauteng Department of Local Government and Housing, and since 2013 as the Gauteng Department of Human Settlements).
- 1.4. GPF reports to the Gauteng Department of Human Settlements (GDHS) as its Executive Authority, and from which it receives its annual budget allocation. It aims to support the National priorities and outcomes as detailed in the National Development Plan (NDP) and aligned Medium Term Strategic Framework (MTSF) and directs its efforts at contributing to the decisive spatial transformation and modernisation of human settlements pillars of the Gauteng Provincial Government's (GPG) Ten Pillars Programme of Transformation, Modernisation and Reindustrialisation (TMR).

### **2. Upgrading of Informal Settlements (UISP)**

The Upgrading of Informal Settlements programme (UISP) is one of the national human settlements' delivery instruments within the 2009 National Housing Code that aims to incrementally upgrade informal settlements around the country.

The policy speaks to inclusion and advancement of human dignity and quality of life to socially and economically marginalized communities through spatial, social and economic interventions. The key objective of this programme is to facilitate structured insitu upgrading of informal settlements, the security of tenure, provision of health and security to occupants and the empowerment of communities to address social and economic exclusion.

The programme is rolled out in an incremental linear process that starts with the rapid assessment and categorization of existing settlements and pre-planning activities. The informal settlements found viable for upgrading move to the second phase which includes detailed planning and the provision of interim services. The third and last phase is the implementation of permanent engineering services and housing support. The phase 1 categories are as follows:

Category A – Full conventional upgrade

Category B1 – Incremental upgrading with essential services

Category B2 – Deferred relocation

Category C – Imminent urgent relocation.

69 informal settlements are currently receiving interim sewer services in the form of chemical toilets and honey suckering services. There is however a need to move away from interim service and incrementally consolidate basic services solutions towards long term sustainability and affordability.

### 3. The Objectives of the Terms of Reference

The GPF intends to appoint bidders for the design, construction, operation and maintenance of alternative sewer solutions for identified informal settlements. The objective of the project is to gradually move away from the provision of interim services to more permanent and sustainable basic services provision.

Informal settlements upgrading is an incremental process that begins with the provision of basic services while detailed town planning and engineering designs processes unfold. The installation of these alternative solutions is intended to provide a better level of basic services in a cost-effective sustainable manner that supports the Green Agenda in light of the fact that informal settlements are not connected to the grids of municipal engineering services.

The alternative sewer solutions to be implemented are expected to eradicate the use of conventional chemical toilets as well as ventilated improved pits (**VIP**). Complimentary aspects such as provision of water and grey water harvesting, and solar energy must be considered where possible. They should demonstrate quantifiable benefits in terms of time to implement, cost of implementation compared to conventional interim systems, ease of implementation and maintenance, and the ability to self-contain. The technologies should be approved by the relevant South African body.

The proposed solutions should address all below bullet points but not limited to:

- Compliance to highest ethical standards, cost and effectiveness of solution.
- Proof of Concept. Shortlisted proposals will be required to demonstrate proof of concept through a presentation to the GPF.
- Technical specification, particularly the amount of affluent that can be treated or handled.
- Environmental benefits of the proposed solution.
- Flexibility of the solution/technology with regards to its design, financing, built, operations/maintenance and business model.
- The original equipment manufacturer (OEM) support that will be provided, preference will be given to solutions manufactured by South African Original Equipment Manufacturers.
- Bidders must indicate the direct and indirect/downstream jobs that can be created in implementing the proposed solution.
- Compliance with all environmental and municipal legislative and infrastructure related dependencies and inter-dependencies required in terms of implementation must be demonstrated.
- The CAPEX costs must be articulated alongside the OPEX cost for a minimum of 5 years required for the proposed solutions.
- Bidders must articulate any conditions precedence including but not limited to the apportionment of risks and obligations between the GPF and the service provider/ manufacturer.
- The support that will be required from GPF, local municipality and any of its implementing partners/ agencies for effective and efficient implementation of the proposed solution.

#### 4. Selected Informal Settlements

Bidders are required to prepare and submit a detailed turnkey solution based on their proposed technology for each of the settlements listed in the table below, with associated costs and implementation timelines:

It is the responsibility of the bidder to conduct own due diligence exercise to gather all required information for a detailed proposal.

Municipality	Informal Settlement Name	LATITUDE	LONGITUDE	Verified NHH (Dec 2020)	Verified Category
Emfuleni	Sharpeville (Lybia)	26°41'32.1"S	27°51'59.2"E	344	B2
Emfuleni	Polomiet (Tshepiso Phase 3)	25°40'09.9"S	28°51'51.8"E	634	B2
Emfuleni	Soul City	26°40'17.7"S	27°52'53.2"E	180	B2
Emfuleni	Sebokeng Unit 17	26°35'46.3"S	27°49'39.2"E	210	C
Emfuleni	Bophelong (Stallin)	26°41'26.96"S	27°48'11.45"E	88	B2
Rand West	Mohlakeng Scrapyard	26°13'59.4"S	27°41'30.7"E	37	C
Merafong	Kokosi Ext 99	26°30'49.6"S	27°27'50.7"E	1070	B2
Merafong	Blyvooruitzicht (Near Slimesadam) (On private property)	26°23'30.2"S	27°22'04.7"E	113	C
Merafong	Mohaleshoek (On private property)	26°24'58.6"S	27°26'11.3"E	344	C
Westonoria	Bekkerrsdal	26°16'59.8"S	27°42'17.2"E	13612	B2
Rand West	Zenzele	26°15'25.14"S	27°41'45.15"E	2586	B2
Randfontein	Elandsvlei/OR Tambo	26°08'53.18"S	27°39'04.66"E	100	C
Randfontein	Baipei	26°10'08.19"S	27°38'39.27"E	329	B2
Randfontein	Bundu Inn	26°12'28.89"S	27°41'24.71"E	342	B2
Randfontein	Master	27.651373	-26.148281	237	B2
Midvaal	Kromdraai	26°20'49.762"S	28°02'34.069"E	77	B2
Midvaal	Kwa Brown	26°22'17.19"S	28°03'41.43"E	128	B2
Midvaal	Mamello	26°52'20.43"S	28°15'12.19"E	751	B2
Midvaal	Piel's Farm	26°26'33.20"S	28°04'01.19"E	416	B2
Midvaal	Put Put (Khayelitsha)	26°25'34.93"S	28°05'34.51"E	478	B2
Midvaal	Skansdam (Foundry)	26°28'21.8"S	28°04'13.7"E	45	C
Emfuleni	New Village	26°33'25.98"S	27°50'48.78"E	142	B2
Mogale City	Rietfontein 189 IQ Portion 81 Muldersdrift	26°00'32.58"S	27°52'41.39"E	235	B2
Mogale City	Seroba	26° 4'43.23"S	27°39'3.90"E	522	B2

Emfuleni	HlalaKwabafileyo	26°40'55.46"S	27°51'59.39"E	168	C
Emfuleni	Small Farm	26°33'32.0"S	27°50'14.0"E	175	C
Emfuleni	Kanana K11 Informal Settlement	26°33'20.2"S	27°50'21.2"E	285	C
Emfuleni	N1 Off Ramp	26°31'46.97"S	27°48'45.87"E	208	C
Emfuleni	Sebokeng zone 7	26°32'45.28"S	27°52'22.01"E	212	C
Emfuleni	Boitumelo Informal Settlement	26°34'5.22"S	27°49'15.17"E	1797	B2
Emfuleni	Rust-ter-vaal / <b>Ramaphosa</b>	26°34'46.44"S	28°56'51.98"E	2790	B2
Mogale City	Pikoko	26° 4'21.47"S	27°51'56.82"E	976	C
Merafong	New Mandela	26°19'3.92"S	27°19'43.68"E	1001	B2
Merafong	Cross roads	26°19'32.0"S	27°18'49"E	1392	B2
Merafong	Joe Slovo	26°20'21.08"S	27°17'58.28"E	560	B2
Merafong	Dairy	26°19'41.10"S	27°23'20.05"E	99	B2
Merafong	Chaiwelo Informal Settlement	26°18'55.39"S	27°19'13.63"E	843	B2

## 5. Detailed Scope of Work for Alternative Sanitation (Sewer) Solutions

- The Solution must provide an off-grid non-environmentally invasive water and sanitation reticulation and treatment plant that may be applied to informal settlements and other GDHS housing projects .
- The proposed solution should be applicable in environments which do not have access to piped water or electricity (Renewable energy can be considered where power is not available.
- The solution must provide flush toilets for each structure/ a group of structures subject to the density in the area.
- The proposed solution should be retrofittable to the existing VIP toilets to convert them into flushable toilets
- The proposed solution must demonstrate low maintenance demands.
- The proposed solution should be able to be integrated into the bulk infrastructure when it becomes available with no extra costs besides pipeline connections and site layout to sewer network.
- Solutions must provide local employment solutions and beneficiaries.
- Proposed solutions should be able to be movable in the event that bulk services become available, and the solution is needed elsewhere.
- The proposed solution should be designed to deter and detect vandalism.
- The proposed solutions, if applicable, should consider remote monitoring and control strategies and instrumentation can assist in the automation of processes, so that full time operator presence may not be required.
- A maintenance process of instrumentation and equipment used is essential for the success of automation. The decision on whether or not to automate processes must be made based on cost, risk and benefits.
- Reliability, by making allowance for stand-by equipment must be built into the design. Solutions which are far from maintenance workshops, face the challenge of having to wait long for maintenance personnel to repair equipment, but also due to theft are unable to keep shelf stand-by equipment on site.
- Remote monitoring technologies should be made available or as an option for easier process monitoring of sites.
- The informal settlements and other projects to be serviced vary in size, respondents should therefore specify minimum and maximum constraints required for the implementation of the proposed technology.

6. Social facilitation and mobilization

In keeping with the established practices and policy framework for informal settlements upgrading. A participatory approach is required that includes, but not limited to:

- A social and community mobilization process
- Local stakeholder engagement
- Local participation (labour, procurement and governance)

7. Evaluation Criteria

7.1. Stage 1: Administration requirements

- Bidders are required to submit the following:
- Valid tax compliance pin must be included in the bid response to verify bidders' tax compliance status;
  - SBD 1 (duly completed and signed);
  - SBD 4 (duly completed and signed);
  - SBD 6.1 (duly completed and signed);
  - A valid sworn Affidavits / BBBEE Certificate issues by accredited SANAS Verification Agency;
  - Annexure 5: GPF's Standard Condition of bid and General Condition of Contract (signed)
  - Annexure 6: General Conditions of Contract (signed)
  - Annexure 7: Protection of Personal Information Act 4 of 2013 (POPIA) completed and signed.
  - Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable).
  - Two physical copies (original and copy) and an USB must be submitted.

NB: Kindly note that this is not a disqualifying stage!

7.2. Stage 2: Mandatory requirements

All bid responses that do not meet the Mandatory Functional Requirements will be disqualified and will not be considered for further evaluation on the Functional Requirements.  
Failure to comply with the Mandatory Functional Requirements assessed in this phase 1 will lead to disqualification of bids.

NB: Bidders who fail to comply with the Mandatory Requirements will be disqualified

NB: Bidders must take note of the following:

- NOTE: IT IS A MANDATORY REQUIREMENT THAT PROOF OF ACCREDITATION/CERTIFICATION OF THE PROPOSED TECHNOLOGY/SOLUTION BY THE RELEVANT AUTHORITY BE PROVIDED.
- To be completed by the bidders: bidders must indicate whether they comply and attach proof thereof.
- The proof attachments must be referenced from Annexure A.

Mandatory Requirements	Comply	Do not comply	Properly mark your attachments from annexure
------------------------	--------	---------------	--

7.	Proof of accreditation/certification of the proposed technology/solution by the relevant authority			Annexure A
----	--	--	--	------------

**7.3. Stage 3: Functionality criteria**  
**Experience**

#	Targets	Maximum available points
1	<p>Completed and commissioned an alternative sanitation solution for human settlements projects. The following documents must be provided not older than 3 years required as portfolio of evidence. (Point 1) and 2) submissions must correspond with each)</p> <p>1) A signed contract or appointment letter;  2) <b>and</b> a reference letter for <b>past, current</b> and or <b>on-going</b> projects on a client's letterhead with contactable reference.</p> <p>- Minimum number of projects commissioned:</p> <ul style="list-style-type: none"> <li>○ 5 or more letters <b>(30 points)</b></li> <li>○ 3-4 letters <b>(25 points)</b></li> <li>○ 2 letters <b>(15 points)</b></li> <li>○ 1 letter <b>(10 point)</b></li> <li>○ No letter submitted <b>(0 points)</b></li> </ul>	30
<b>Subtotal for section</b>		<b>30</b>

**7.4. Proposed Technology Write-Up**

#	Targets	Maximum available points
2	<p>Bidders are required to submit a detailed proposal write-up that <b>MUST</b> cover the headings as indicated below. Bidders <b>MUST</b> use the corresponding numbering and the <b><u>underlined headings</u></b>. Under the sub-headings, using the indicated sub-numbering, the bidder <b>MUST</b> address the indicated topic/question. Should a bidder fail to lay out information as required, <b>zero points</b> will be allocated.</p> <p>The main objective of the proposed technology write up is to afford the bidder with an opportunity to give as much detailed information as possible.</p>	60

	<p>1. <b><u>The Technology.</u></b> Size and scope of projects that have been implemented using the Technology. <b>(3 points)</b> Life span of implemented plants <b>(2 points)</b></p> <p>2. <b><u>Project Implementation Plan</u></b> 2.1. A Gantt chart indicating the complete project implementation timeline which includes <b><u>feasibility</u></b>, <b><u>detail design</u></b>, <b><u>construction</u></b>, and <b><u>commissioning</u></b> of the proposed solution. <b>(5 points)</b> <i>(If not all stages are detailed in the Gantt chart, Zero points will be allocated)</i></p> <p>3. <b><u>Scalability</u></b> 3.1. Ability of the technology to scale up or down – can the proposed solution be adapted to meet an increase or decrease in the demand? <b>(5 points)</b> <i>(If there are no detailed provided, Zero points will be allocated)</i></p> <p>4. <b><u>Adaptability</u></b> 4.1. Ability to move or decommission installed solution/s if required. <b>(3 points)</b> 4.2. Ability of the solution to be implemented in informal settlements and other housing developments.. <b>(3 points)</b></p> <p>5. <b><u>Environmental efficiency</u></b> 5.1. Energy requirements and proposed solution <b>(3 points)</b> 5.2. Footprint (size) <b>(2 points)</b></p> <p>6. <b><u>Operation and Maintenance process and plan</u></b> 6.1. Annual costs of maintenance <b>(2 points)</b> 6.2. Maintenance process <b>(2 points)</b> 6.3. Plan for the transfer of the skills and responsibility for local authority for continued operation and maintenance. <b>(2 points)</b> 6.4. Availability of parts and replacement equipment. <b>(2 points)</b></p> <p>7. <b><u>Project Management</u></b> 7.1. Organogram of a typical project team for the implementation of such a solution with clearly defined roles and responsibilities of the individuals. <b>(5 points)</b></p> <p>8. <b>Risk Assurance procedures</b></p>	



	8.1. Testing of samples. <b>(2 points)</b> 8.2. Risk mitigation plan <b>(2 points)</b>  <b>9. <u>Assurance of quality of effluent</u></b> 9.1. <u>Quality assurance process and procedures. (3 points)</u>  <b>10. <u>Financial model</u></b> 10.1 A detailed financial proposal for a total turnkey solution for each settlement. <b>(14 points)</b>  <b>NOTE:</b> A due diligence site visit <b>MUST</b> be conducted to gather all required information and data.	
	<b>Subtotal for section</b>	<b>60</b>

## 7.5. Financial Strength

#	Targets	Maximum available points
3	Valid Bank rating letter (for purposes of construction guarantees and/or retainers, insurances etc)  <ul style="list-style-type: none"> <li>Bank Rating A – <b>(5 points)</b></li> <li>Bank Rating B – <b>(3 points)</b></li> <li>Bank Rating C – <b>(1 point)</b></li> <li>Bank rating less than C – <b>(0 points)</b></li> </ul>	5
	<b>Subtotal for section</b>	<b>5</b>

## 7.6. Locality

#	Targets	Maximum available points
4	Locality (Attach proof of company municipal rates or lease agreement and rates not more than 3 months old.  Within Gauteng – <b>(5 points)</b> Outside Gauteng – <b>(2 points)</b> Outside of South Africa – <b>(0 points)</b>	5
	<b>Subtotal for section</b>	<b>5</b>

## 7.7. Stage 4: Price

### Price

### POINTS AWARDED FOR PRICE

### 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**

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

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

The 20 or 10 will be scored as per the table below in line with the GEYODI targets that have been set up by the Provincial Government.

<b>GEYODI</b>	<b>80/20 (Allocation of 20 points)</b>	<b>90/10 (Allocation of 10 Points)</b>
Women	8	4
Youth	8	4
People with Disabilities	4	2

### Pricing Schedule

Bidders are required to indicated the tendered price for each of the settlements by completing the schedule below:

<b>Municipality</b>	<b>Informal Settlement Name</b>	<b>Verified NHH (Dec 2020)</b>	<b>Verified Category</b>	<b>Solution Rate per household (if applicable)</b>	<b>Total Cost (VAT incl)</b>
Emfuleni	Sharpeville (Lybia)	344	B2		
Emfuleni	Polomiet (Tshepiso Phase 3)	634	B2		
Emfuleni	Soul City	180	B2		
Emfuleni	Sebokeng Unit 17	210	C		
Emfuleni	Bophelong (Stallin)	88	B2		
Rand West	Mohlakeng Scrapyard	37	C		
Merafong	Kokosi Ext 99	1070	B2		

Merafong	Blyvooruitzicht (Near Slimesadam) (On private property)	113	C		
Merafong	Mohaleshoek (On private property)	344	C		
Westonia	Bekkerrsdal	13612	B2		
Rand West	Zenzele	2586	B2		
Randfontein	Elandsvlei/OR Tambo	100	C		
Randfontein	Baipei	329	B2		
Randfontein	Bundu Inn	342	B2		
Randfontein	Master	237	B2		
Midvaal	Kromdraai	77	B2		
Midvaal	Kwa Brown	128	B2		
Midvaal	Mamello	751	B2		
Midvaal	Piel's Farm	416	B2		
Midvaal	Put Put (Khayelitsha)	478	B2		
Midvaal	Skansdam (Foundry)	45	C		
Emfuleni	New Village	142	B2		
Mogale City	Rietfontein 189 IQ Portion 81 Muldersdrift	235	B2		
Mogale City	Seroba	522	B2		
Emfuleni	HlalaKwabafileyo	168	C		
Emfuleni	Small Farm	175	C		
Emfuleni	Kanana K11 Informal Settlement	285	C		
Emfuleni	N1 Off Ramp	208	C		
Emfuleni	Sebokeng zone 7	212	C		
Emfuleni	Boitumelo Informal Settlement	1797	B2		
Emfuleni	Rust-ter-vaal / <b>Ramaphosa</b>	2790	B2		
Mogale City	Pikoko	976	C		
Merafong	New Mandela	1001	B2		
Merafong	Cross roads	1392	B2		
Merafong	Joe Slovo	560	B2		
Merafong	Dairy	99	B2		
Merafong	Chaiwelo Informal Settlement	843	B2		

## 8. Enquiries

All technical enquiries related to the content of the Terms of Reference may be directed in writing for the attention of Mr Sindiso Dandala at [sindisod@gpf.org.za](mailto:sindisod@gpf.org.za)

All SCM enquiries related to the content of the Terms of Reference may be directed in writing for the attention of Ms Xalati Maluleke tenders[@gpf.org.za](mailto:tenders@gpf.org.za)

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

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE GPF</b>					
BID NUMBER:	RFP/014/22	CLOSING DATE:	06 March 2023	CLOSING TIME:	11:00AM
DESCRIPTION	The design, construction, operation and maintenance of alternative sanitation (sewer) solutions for informal settlements and other Gauteng Department of Human Settlements projects for a period of five (5) Year.				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
Gauteng Partnership Fund Offices					
1 <sup>st</sup> Floor					
82 Grayston Drive					
Johannesburg, 2196					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Xalati Maluleke		CONTACT PERSON	Sindiso Dandala	
TELEPHONE NUMBER	011 685 6619		TELEPHONE NUMBER	011 685 6600	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	<a href="mailto:tenders@gpf.org.za">tenders@gpf.org.za</a>		E-MAIL ADDRESS	<a href="mailto:sindisod@gpf.org.za">sindisod@gpf.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:		OR	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]**

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

**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**

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER’S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS 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:

.....



**PRICING SCHEDULE – FIRM PRICES (PURCHASES)**

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

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of bidder.....

Bid number.....

Closing Time 11:00

Closing date.....

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

ITEM IN RSA CURRENCY NO. APPLICABLE TAXES INCLUDED)	QUANTITY	DESCRIPTION	BID	PRICE
			**	(ALL

- Required by: .....
- At: .....
- Brand and model .....
- Country of origin .....
- Does the offer comply with the specification(s)? \*YES/NO
- If not to specification, indicate deviation(s) .....
- Period required for delivery .....
- Delivery: Firm/not firm
- Delivery basis .....

**Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.**

**\*\* “all applicable taxes” includes value- added tax, pay as you**

earn, income tax, unemployment insurance fund contributions and skills development levies.

**\*Delete if not applicable**

## 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

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:

.....  
 .....

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3 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.

---

<sup>2</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.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

.....  
.....

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

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

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

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

### 1.2 To be completed by the organ of state

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 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) Specific Goals.

### 1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	
SPECIFIC GOALS	
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

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

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

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

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

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

80/20                      or                      90/10

Where

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

### 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:

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) & \text{or} & Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) \end{array}$$

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.)**

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)

#### 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;
- 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.

	..... <b>SIGNATURE(S) OF TENDERER(S)</b>
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....

## 1. 1 GENERAL

**Actions** 1 GPF's *Representative* and each *bidder* submitting a bid shall act timeously as stated in these Conditions of Bid and in a manner which is fair, equitable, transparent, competitive and cost-effective.

**Interpretation** 2 Terms shown in *italics* vary for each bid. The details of each term for this bid are identified in the Bid Data. Terms shown in capital initials are defined terms in the appropriate conditions of contract.

3 Any additional or amended requirements in the Bid Data, and additional requirements given in the Schedules in the *bid returnables* are deemed to be part of these Conditions of Bid.

4 The Conditions of Bid and the Bid Data shall not form part of any contract arising from this invitation to bid.

**Communication** 5 Each communication between the GPF and a *bidder* shall be to or from GPF's *Representative* only, and in a form that can be read, copied and recorded. Communication shall be in the English language. GPF takes no responsibility for non-receipt of communications from or by a *bidder*.

**GPF's rights to accept or reject any bid** 6 GPF may accept or reject any variation, deviation, bid, or alternative bid, and may cancel the bid process and reject all bids at any time prior to the formation of a contract. GPF's *Representative* will not accept or incur any liability to a *bidder* for such cancellation and rejection, but will give written reasons for the action upon written

request to do so. GPF reserves the right to accept the whole of any part of any bid.

After the cancellation of the bid process or the rejection of all bids GPF may abandon the proposed work and services, have it performed in any other manner, or re-issue a similar invitation to bid at any time.

## 2. 2 BIDDER'S OBLIGATIONS

The *bidder* shall comply with the following obligations when submitting a bid and shall:

- |   |   |   |
|---|---|---|
| <b>Eligibility</b>                                | 1 | Submit a bid only if the <i>bidder</i> complies with the <i>criteria</i> stated in the Bid Data and the <i>bidder</i> , or any of his principals, is not under any restriction to do business with the GPF.                                       |
| <b>Cost of bidding</b>                            | 2 | Accept that the GPF will not compensate the <i>bidder</i> for any costs incurred in the preparation and submission of a bid, including the costs of any testing necessary to demonstrate that aspects of the bid satisfy the evaluation criteria. |
| <b>Check documents</b>                            | 3 | Check the <i>bid documents</i> on receipt, including pages within them, and notify GPF's <i>Representative</i> of any discrepancy or omissions.   |
| <b>Confidentiality and copyright of documents</b> | 4 | Treat as confidential all matters arising in connection with the bid. Use and copy the documents provided by the GPF only for the purpose of preparing and submitting a bid in response to this invitation.                                       |
| <b>Standardised specification</b>                 | 5 | Obtain, as necessary for submitting a bid, copies of the latest revision of standardised specifications and other publications, which are not   |

**s and other  
publications**

attached but which are incorporated into the *bid documents* by reference.

- 7 Acknowledge receipt of Addenda to the *bid documents*, which GPF's *Representative* may issue, and if necessary apply for an extension to the *deadline for bid submission*, in order to take the Addenda into account.

**Site visit and  
/ or  
clarification  
meeting**

- 8 Attend a site visit and/or clarification meeting at which *bidders* may familiarise themselves with the proposed work, services or supply, location, etc. and raise questions. Details of the meeting(s) are stated in the Bid Data.

**Seek  
clarification**

- 9 Request clarification of the *bid documents*, if necessary, by notifying GPF's *Representative* earlier than the *closing time for clarification of queries*.

**Insurance**

- 10 Be informed that the extent (if any) of insurance provided by the GPF may not be for the full cover required in terms of the relevant category listed in Section 8 of the *conditions of contract*, the *bidder* is advised to seek qualified advice regarding insurance.

**Pricing the  
bid**

- 11 Include in the rates, prices, and the bidded total of the prices (if any) all duties, taxes (except VAT), and other levies payable by the successful *bidder*. Such duties, taxes and levies are those applicable 14 days prior to the *deadline for bid submission*.
- 12 Show Value Added Tax (VAT) payable by the GPF separately as an addition to the bidded total of the prices.

- 13 Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the *conditions of contract*.
  - 14 State the rates and Prices in South African Rand unless instructed otherwise as an additional condition in the Bid Data.
- Alterations to documents**
- 15 Not make any alterations or additions to the *bid documents*, except to comply with instructions issued by GPF's *Representative* or if necessary to correct errors made by the *bidder*. All such alterations shall be initialled by all signatories to the bid. Corrections may not be made using correction fluid, correction tape or the like.
- Alternative bids**
- 16 Submit alternative bids only if a main bid, strictly in accordance with all the requirements of the *bid documents* is also submitted. The alternative bid is submitted with the main bid together with a schedule that compares the requirements of the *bid documents* with the alternative requirements the *bidder* proposes.
  - 17 Accept that an alternative bid may be based only on the criteria stated in the Bid Data and as acceptable to the GPF.
- Submitting a bid**
- 18 The GPF require one original bidding document, indexed according to the page numbers and content as well as one CD of the same.  
  
Submit a bid for providing the whole of the works, services or supply identified in the Contract Data unless stated otherwise as an additional condition in the Bid Data.
  - 19 Return the *bid returnables* to the GPF, completing without exception all the forms, data and schedules included therein.
  - 20 Submit the bid as an original plus the number of copies stated in the

Bid Data and provide an English translation for documentation submitted in a language other than English. Bids may not be written in pencil but must be completed in ink.

- 21 Sign the original and all copies of the bid where indicated. The GPF will hold the signatory duly authorised and liable on behalf of the *bidder*.
- 22 Seal the original and each copy of the bid as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the GPF's national office address and invitation to bid number stated in the Bid Data, as well as the *bidder's* name and contact address.
- 23 Seal original and copies together in an outer package that states on the outside only the GPF's national office address and invitation to bid number as stated in the Bid Data. The outer package must be marked "CONFIDENTIAL"
- 24 Where a two-envelope system is required in terms of the bid data, place and seal the returnable documents listed in the bid data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the GPF's national office address and identification details stated in the bid data, as well as the bidder's name and contact details. Make sure both parts of the bid are delivered as a single package.
- 25 Accept that the GPF will not assume any responsibility for the misplacement or premature opening of the bid if the outer package is not sealed and marked as stated

Note:

The GPF prefers not to receive bids by post, and takes no responsibility for delays in the postal system or in transit within or between GPF offices.

Where bids are sent per fax, the GPF takes no responsibility for difficulties in transmission caused by line or equipment faults.

Where bids are sent via courier, the GPF takes no responsibility for bids delivered to any other site than the bid office.

GPF employees are not permitted to deposit a bid into the GPF's bid box on behalf of a bidder, except those lodged by post or courier.

- |  |    |  |
|--|----|--|
| <b>Closing time</b>                          | 26 | Ensure that the GPF has received the bid at the address and in the bid box no later than the <i>deadline for bid submission</i> . Proof of posting will not be taken by the GPF as proof of delivery. The GPF will not accept a bid submitted telephonically, e-mail or by telegraph unless stated otherwise in the Bid Data.  |
|  | 27 | Accept that, if the GPF extends the <i>deadline for bid submission</i> for any reason, the requirements of these Conditions of Bid apply equally to the extended deadline.   |
| <b>Bid validity</b>                          | 28 | Hold the bid(s) valid for acceptance by the GPF at any time within the <i>validity period</i> after the <i>deadline for bid submission</i> .   |
|  | 29 | Extend the <i>validity period</i> for a specified additional period if the GPF requests the <i>bidder</i> to extend it. A <i>bidder</i> agreeing to the request will not be required or permitted to modify a bid, except to the extent the GPF may allow for the effects of inflation over the additional period.   |
| <b>Clarification of bid after submission</b> | 30 | Provide, on request from the GPF's <i>Representative</i> during the evaluation of bids, any other material that has a bearing on the bid, the bidder's commercial position (including notarised joint venture agreements), preferencing arrangements or samples of materials, considered necessary by the GPF for the purpose of a full and fair risk assessment. This may include providing a breakdown of rates or Prices. No change in the total of the Prices or substance of the bid is sought, offered, or permitted except as required by the GPF's |



*Representative* to confirm the correction of arithmetical errors discovered in the evaluation of bids. The total of the Prices stated by the *bidder* as corrected by the GPF's *Representative* with the concurrence of the *bidder*, shall be binding upon the *bidder*.

- |                                    |   |
|------------------------------------|---|
| <b>Submit bonds, policies etc.</b> | <p>31 If instructed by the GPF's <i>Representative</i> (before the formation of a contract), submit for the GPF's acceptance, the bonds, guarantees, policies and certificates of insurance required to be provided by the successful <i>bidder</i> in terms of the <i>conditions of contract</i>.</p> <p>32 Undertake to check the final draft of the contract provided by GPF's <i>Representative</i>, and sign the Form of Agreement all within the time required by these Conditions of Bid.</p> <p>33 Where an agent on behalf of a principal submits a bid, an authenticated copy of the authority to act as an agent must be submitted with the bid.</p> |
|------------------------------------|---|

- |                                |  |
|--------------------------------|--|
| <b>Fulfil BEE requirements</b> | <p>34 Comply with GPF's requirements regarding BBEE.</p> |
|--------------------------------|--|

### 3. 3 THE GPF'S UNDERTAKINGS

GPF's *Representative*, shall:

- |                                 |   |
|---------------------------------|---|
| <b>Respond to clarification</b> | <p>1 Respond to a request for clarification received earlier than the <i>closing time for clarification of queries</i>. The response is notified to all <i>bidders</i>.</p>   |
| <b>Issue Addenda</b>            | <p>2 If necessary, issue Addenda that may amend, amplify, or add to the <i>bid documents</i>, to each <i>bidder</i>. If a <i>bidder</i> applies for an extension to the <i>deadline for bid submission</i>, in order to take Addenda into account</p> |

in preparing a bid, the GPF may grant such an extension and GPF's *Representative* shall notify the extension to all *bidders*.

- |                            |   |  |
|----------------------------|---|--|
| <b>Return late bids</b>    | 3 | Return bids received after the <i>deadline for bid submission</i> unopened to the <i>bidder</i> submitting a late bid. Bids will be deemed late if they are not on the designated fax or in the designated bid box at the date and time stipulated as the deadline for bid submission. |
| <b>Bid opening</b>         | 4 | Open the bids in the presence of the <i>bidders'</i> representatives who choose to attend at the time and place stated in the Bid Data. Bids for which an acceptable notice of withdrawal has been submitted will not be opened.   |
|                            | 5 | Announce at the opening the name of each <i>bidder</i> only. The unsuccessful bidder may request a debriefing meeting with the Supply Chain Manager on request.  |
| <b>Two-envelope system</b> | 6 | Where stated in the bid data that a two-envelope system is to be followed, open only the technical proposals in the presence of bidder's representatives and announce the name of each bid.  |
|                            | 7 | Evaluate the quality of the technical proposals, then advise bidders who remain in contention for the award of the contract. Return unopened financial proposals to bidders whose technical proposals failed to achieve the minimum criteria.  |
| <b>Non-disclosure</b>      | 8 | Not disclose to <i>bidders</i> , or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of bids and recommendations for the award of a contract, until after the award of the contract to the successful bidder.   |

<b>Grounds for rejection</b>	9	Consider rejecting a bid if there is any effort by a <i>bidder</i> to influence the processing of bids or contract award.
<b>Disqualification</b>	10	Instantly disqualify a <i>bidder</i> (and his bid) if it is established that the <i>bidder</i> offered an inducement to any person with a view to influencing the placing of a contract arising from this invitation to bid.
<b>Test for responsiveness</b>	11	<p>Determine before detailed evaluation, whether each bid properly received</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> meets the requirements of these Conditions of Bid,</li> <li><input type="checkbox"/> has been properly signed, and</li> <li><input type="checkbox"/> is responsive to the requirements of the <i>bid documents</i>.</li> </ul>
	12	<p>Judge a <i>responsive bid</i> as one which conforms to all the terms, conditions, and specifications of the <i>bid documents</i> without material deviation or qualification. A material deviation or qualification is one which, in the GPF's opinion would;</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Contract Data,</li> <li><input type="checkbox"/> change the GPF's or the <i>bidder's</i> risks and responsibilities under the contract, or</li> <li><input type="checkbox"/> affect the competitive position of other <i>bidders</i> presenting responsive bids, if it were to be rectified.</li> </ul>
<b>Non-responsive bids</b>	13	Reject a non-responsive bid, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.
<b>Arithmetical errors</b>	14	<p>Check responsive bids for arithmetical errors, correcting them as follows:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.</li> <li><input type="checkbox"/> If a bill of quantities applies and there is a discrepancy between</li> </ul>

the rate and the line-item total, resulting from multiplying the rate by the quantity, the rate as quoted shall govern. Where there is an obviously gross misplacement of the decimal point in the rate, the line-item total as quoted shall govern, and the rate will be corrected.

- Where there is an error in the total of the Prices, either as a result of other corrections required by this checking process or in the *bidder's* addition of prices, the total of the Prices, if any, will be corrected.
- The corrected price will be communicated to the bidder. The bidder may withdraw the bid but may not change the bid price.

- 15 Reject a bid if the *bidder* does not accept the corrected total of the Prices (if any).

#### **Evaluating the bid**

- 16 Evaluate responsive bids in accordance with the *procedure and criteria* stated in the Bid Data. The evaluated bid price will be disclosed only to the relevant GPF bid committee and will not be disclosed to *bidders* or any other person.

#### **Clarification of a bid**

- 17 Obtain from a *bidder* clarification of any matter in the bid which may not be clear or could give rise to ambiguity in a contract arising from this bid if the matter were not to be clarified.

#### **Acceptance of bid**

- 18 Notify GPF's acceptance to the successful *bidder* before the expiry of the *validity period* or agreed additional period. Providing the notice of acceptance does not contain any qualifying statements, it will constitute the formation of a contract between the GPF and the successful *bidder*.

#### **Notice to unsuccessful bidders**

- 19 After the successful *bidder* has acknowledged the GPF's notice of acceptance, notify other *bidders* that their bids have not been accepted, following the GPF's current procedures.

<b>Prepare contract documents</b>	20	<p>Revise the contract documents issued by the GPF as part of the <i>bid documents</i> to take account of</p> <ul style="list-style-type: none"> <li>□ Addenda issued during the bid period,</li> <li>□ inclusion of some of the <i>bid returnables</i>, and</li> <li>□ other revisions agreed between the GPF and the successful <i>bidder</i>, before the issue of the GPF's notice of acceptance (of the bid).</li> <li>□ The schedule of deviations attached to the form of offer and acceptance, if any.</li> </ul>
<b>Issue final contract</b>	21	<p>Issue the final contract documents to the successful <i>bidder</i> for acceptance within one week of the date of the GPF's notice of acceptance.</p>
<b>Sign Form of Agreement</b>	22	<p>Arrange for authorised signatories of both parties to complete and sign the original and one copy of the Form of Agreement within two weeks of the date of the GPF's notice of acceptance of the bid. If either party requires the signatories to initial every page of the contract documents, the signatories for the other party comply with the request.</p>
<b>Complete Adjudicator's Contract</b>	23	<p>Unless alternative arrangements have been agreed, arrange for both parties to complete and sign the Form of Agreement and Contract Data with the selected adjudicator.</p>
<b>Provide copies of the contracts</b>	24	<p>Provide to the successful <i>bidder</i> the number of copies stated in the Bid Data of the signed copy of the contracts within three weeks of the date of the GPF's acceptance of the bid.</p>

## ANNEXURE 6



### GOVERNMENT      PROCUREMENT GENERAL CONDITIONS OF CONTRACT

## **TABLE OF CLAUSES**

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes

- 28. Limitation of liability
- 29. Governing language
- 30. Applicable law
- 31. Notices
- 32. Taxes and duties
- 33. National Industrial Participation Programme (NIPP)
- 34. Prohibition of restrictive practices



## General Conditions of Contract

1. **Definitions**
  1. The following terms shall be interpreted as indicated:
    - 1.1. "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
    - 1.2. "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
    - 1.3. "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
    - 1.4. "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
    - 1.5. "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
    - 1.6. "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
    - 1.7. "Day" means calendar day.
    - 1.8. "Delivery" means delivery in compliance of the conditions of the contract or order.
    - 1.9. "Delivery ex stock" means immediate delivery directly from stock actually on hand.
    - 1.10. "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.

- 1.11. "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12. "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14. "GCC" means the General Conditions of Contract.
- 1.15. "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16. "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17. "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18. "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.

- 1.19. "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20. "Project site," where applicable, means the place indicated in bidding documents.
- 1.21. "Purchaser" means the organization purchasing the goods.
- 1.22. "Republic" means the Republic of South Africa.
- 1.23. "SCC" means the Special Conditions of Contract.
- 1.24. "Services" means those functional services ancillaries to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25. "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

## **2. Application**

- 2.1. These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2. Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3. Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

## **3. General**

- 3.1. Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2. With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from [www.treasury.gov.za](http://www.treasury.gov.za)

## **4. Standards**

- 4.1. The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

## **5. Use of contract documents and information; inspection.**

- 5.1. The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2. The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3. Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so, required by the purchaser.
- 5.4. The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so, required by the purchaser.

## **6. Patent rights**

- 6.1. The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

## **7. Performance security**

- 7.1. Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2. The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

- 7.3. The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque
- 7.4. The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

## **8. Inspections, tests and analyses**

- 8.1. All pre-bidding testing will be for the account of the bidder.
- 8.2. If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3. If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4. If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5. Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

- 8.6. Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7. Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal, the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8. The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

## **9. Packing**

- 9.1. The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

## **10. Delivery and documents**

- 10.1. Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details

of shipping and/or other documents to be furnished by the supplier are specified in SCC.

10.2. Documents to be submitted by the supplier are specified in SCC.

## **11. Insurance**

11.1. The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

## **12. Transportation**

12.1. Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

## **13. Incidental services**

13.1. The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2. Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

## **14. Spare parts**

14.1. As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information

pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
  - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
  - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

## **15. Warranty**

- 15.1. The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2. This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3. The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4. Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.



15.5. If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

## **16. Payment**

16.1. The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.

16.2. The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.

16.3. Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4. Payment will be made in Rand unless otherwise stipulated in SCC.

## **17. Prices**

17.1. Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

## **18. Contract amendments**

18.1. No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

## **19. Assignment**

19.1. The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

## **20. Subcontracts**

20.1. The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

## **21. Delays in the supplier's performance**

- 21.1. Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2. If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3. No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4. The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5. Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6. Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

## **22. Penalties**

22.1. Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **23. Termination for default**

23.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4. If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide

reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

- 23.5. Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6. If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
  - (ii) the date of commencement of the restriction
  - (iii) the period of restriction; and
  - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7. If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

## **24. Anti-dumping and countervailing duties and rights**

24.1. When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

## **25. Force Majeure**

25.1. Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2. If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

## **26. Termination for insolvency**

26.1. The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not ~~prejudice~~ or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

## **27. Settlement of Disputes**

- 27.1. If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2. If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3. Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4. Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5. Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
  - (b) the purchaser shall pay the supplier any monies due the supplier.

## **28. Limitation of liability**

- 28.1. Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
  - (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation

shall not apply to the cost of repairing or replacing defective equipment.

## **29. Governing language**

29.1. The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

## **30. Applicable law**

30.1. The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

## **31. Notices**

31.1. Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.

31.2. The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

## **32. Taxes and duties**

32.1. A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2. A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3. No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

## **33. National Industrial Participation (NIP) Programme**

33.1. The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

## **34. Prohibition of Restrictive practices**

34.1. In terms of section 4 (1) (b) (iii) 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 bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).

34.2. If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may 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.

34.3. If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.



## ANNEXURE 7



**GAUTENG  
PARTNERSHIP  
FUND**

**TO THE GPF**

### **PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013**

By signing this referral form;

- a) I/we hereby grant my/our voluntary consent that my/our personal information may be processed, collected, used and disclosed in compliance with the Protection of Personal Information Act, 4 of 2013.
- b) I/we furthermore agree that my/our personal information may be used for the lawful and reasonable purposes in as far as the GPF (responsible party) must use my/our information in the performance of its public legal duty.
- c) I/we understand that my/our personal information may be disclosed to a third party in as far as the GPF must fulfil its public legal duty.
- d) I/we furthermore understand that there are instances in terms of abovementioned Act where my express consent is not necessary to permit the processing of personal information, which may be related to litigation or when the information is publicly available. Further details are available on the GPF website.

**SIGNED AT \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021**

**COMPANY NAME: \_\_\_\_\_**

**INITIAL AND SURNAME OF REPRESENTATIVE OF THE COMPANY: \_\_\_\_\_**

**SIGNATURE OF REPRESENTATIVE OF THE COMPANY: \_\_\_\_\_**

## **COMMITMENT /UNDERTAKING**

Bidders undertakes or commit to comply with the following below;

This information must be submitted prior to the signing of the Service Level Agreement (SLA)

No	Description
1.	The service provider undertakes to familiarise itself and comply with the Protection of Personal Information Act (POPIA), 2013

Bidder's signature .....