PART A

INVITATION TO BID

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| **YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (***NAME OF DEPARTMENT/ PUBLIC ENTITY***)** |
| **BID NUMBER**: | RT54-2025 | **CLOSING DATE:** | 24 January 2025 | **CLOSING TIME:** | 11H00 AM |
| **DESCRIPTION** | **SUPPLY AND DELIVERY OF MENTAL HEALTH ASSESSMENT TOOLS, DEVICES AND FURNITURE TO THE STATE FOR THE PERIOD OF SIXTY (60) MONTHS** |
| **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).** |
| **BID RESPONSE DOCUMENTS MUST BE SUBMITTED ELECTRONICALLY ON ETENDERS WEBSITE AS FOLLOWS:** |
| <https://www.etenders.gov.za/>  |
| **SUPPLIER INFORMATION** |
| NAME OF BIDDER |  |
| POSTAL ADDRESS |  |
| PHYSICAL ADDRESS |  |
| TELEPHONE NUMBER | CODE |  | NUMBER |  |
| CELLPHONE NUMBER |  |
| E-MAIL ADDRESS |  |
| CONTACT PERSON NAME |  |
| VAT REGISTRATION NUMBER |  |
| TAX COMPLIANCE STATUS PIN: |  | CSD MAA NUMBER |  |
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED? | [ ] Yes [ ] No [IF YES ENCLOSE PROOF] | ARE YOU A FOREIGN-BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? | [ ] Yes [ ] No[IF YES ANSWER PART B:3 BELOW ] |
| SIGNATURE OF BIDDER | DATE |  |
| CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.) |  |
| TOTAL NUMBER OF ITEMS OFFERED |  | TOTAL BID PRICE VAT INCLUSIVE |  |
| **BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:** |
| **CONTACT PERSON** | Ntombi Sidinile |
| **TELEPHONE NUMBER** | N/A |
| **FACSIMILE NUMBER** | N/A |
| **E-MAIL ADDRESS** | Ntombi.sidinile@treasury.gov.za / Demand.acquisition3@treasury.gov.za  |

**SUPPLY AND DELIVERY OF MENTAL HEALTH ASSESSMENT TOOLS, DEVICES AND FURNITURE TO THE STATE FOR THE PERIOD OF SIXTY (60) MONTHS**

PART B

TERMS AND CONDITIONS FOR BIDDING

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| 1. **BID SUBMISSION:**
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| * 1. BIDS MUST BE SUBMITTED BY THE STIPULATED TIME ON [WWW.ETENDERS.GOV.ZA](http://WWW.ETENDERS.GOV.ZA). LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
	2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED)
	3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES).
	4. 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, SPECIAL CONDITIONS OF CONTRACT AND APPLICABLE LEGISLATION TO THE COMMODITY.
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| 1. **TAX COMPLIANCE REQUIREMENTS**
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| 1. BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2. BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS OR CSD NUMBER TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER’S PROFILE AND TAX STATUS.
3. APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).
4. BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
5. WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
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| 1. **QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**
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| * 1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? [ ]  YES [ ]  NO
	2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? [ ]  YES [ ]  NO
	3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? [ ]  YES [ ]  NO
	4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? [ ]  YES [ ]  NO

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

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