



## GOVAN MBEKI MUNICIPALITY

TENDER NO. 8/3/1-26/2022

### APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS

<b>CLOSING DATE:</b>	<b>20 FEBRUARY 2023</b>	<b>TIME</b>	<b>12H00</b>
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<b>NAME OF TENDERER</b>	
<b>TOTAL AMOUNT (MBD 3.1)</b>	
<b>CENTRAL SUPPLIER DATABASE NUMBER</b>	MAAA
<b>TAX COMPLIANCE PIN</b>	
<b>CONTACT PERSON</b>	
<b>CONTACT NUMBER</b>	

<b>ENQUIRIES REGARDING BID PROCEDURES</b>		<b>TECHNICAL ENQUIRIES</b>	
DIRECTORATE FINANCIAL SERVICES SUPPLY CHAIN MANAGEMENT UNIT		<b>TECHNICAL SERVICES</b>	
<b>SHIPO MADONDO</b>		<b>BILLY NDLOVU</b>	
<b>ASSISTANT MANAGER: CONTRACT MANAGEMENT</b>		<b>MANAGER MECHANICAL WORKSHOP FLEET &amp; FACILITIES MAINTENANCE</b>	
<b>TEL. NUMBER</b>	<b>017 620 6000 (ext.6112)</b>	<b>TEL. NUMBER</b>	<b>017 620 6000 (ext.6751)</b>
<b>TENDER ISSUED BY</b>			
MECHANICAL WORKSHOP			
	<b>TEL. NUMBER</b>	<b>017 620 6000 (ext.6112)</b>	
GOVAN MBEKI MUNICIPALITY		HORWOOD STREET, SECUNDA CBD	

# GOVAN MBEKI MUNICIPALITY

TENDER DETAILS							
TENDER NUMBER	8/3/1-26/2022						
TENDER TITLE	<b>APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS</b>						
CLOSING DATE	20 FEBRUARY 2023		CLOSING TIME	12H00			
CLARIFICATION MEETING	DATE	30 JANUARY 2023	TIME	10h00	COMPULSORY		
SITE MEETING ADDRESS	Lilian Ngoyi Centre (Fisant Street Secunda) Non – Compulsory						
TENDER DOCUMENT FEE	N/A - Document be available for download from <a href="http://www.etender.gov.za">www.etender.gov.za</a>		PREFERENCE POINT SYSTEM	80/20			
BID BOX SITUATED AT	<b>HORWOOD STREET, CDB SECUNDA, HEAD OFFICE, RECEPTION AREA (WEST WING AT MUNICIPAL MANGER'S ENTRANCE)</b>						
OPERATING HOURS	The bid box is open during office hours, Monday to Friday from 07h30 to 16h00.						
OFFER TO BE VALID FOR	90 DAYS FROM THE CLOSING DATE OF TENDER		LOCAL CONTENT	NO			
PLEASE NOTE:							
<ol style="list-style-type: none"> <li>1. Prospective suppliers must be registered on CSD prior to submitting bids (open bids)</li> <li>2. <b>Tenders that are deposited in the incorrect box will not be considered.</b></li> <li>3. This bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2017, the General Conditions of contract (GCC) and, if applicable, any other special conditions of contract.</li> <li>4. Mailed or faxed tenders will not be accepted.</li> <li>5. No late bids after closing date and time will be accepted.</li> <li>6. Bids not clearly marked and unamend will not be accepted.</li> <li>7. Bids may only be submitted on the bid documentation provided by the municipality.</li> <li>8. No awards will be made to a person:           <ol style="list-style-type: none"> <li>i. Who is in the service of the state,</li> <li>ii. If that person is not a natural person , of which any director, manager, principal shareholder or stakeholder is a person in the service of the state</li> <li>iii. Who is an advisor or consultant contracted with the municipality or municipal entity</li> </ol> </li> </ol>							

# BIDDER'S TENDER DOCUMENTATION DECLARATION

\* N/A These schedules do not need to be completed  
Draw solid line through schedules if not applicable

	Question	Bidder's Response
1	Have you initialed all the pages of the tender document?	*YES / NO
2	Have you completed and signed the returnable schedules?	
2.1	▪ Schedule 1 : Resolution of board of directors	*YES / NO
2.2	▪ Schedule 2 : Resolution to enter into consortia or JV's	*YES / NO
2.3	▪ Schedule 3 : Schedule of proposed sub-contractors	*YES / NO
2.4	▪ Schedule 4 : Commitments of tenderer	*YES / NO
2.5	▪ Schedule 5 : Record of addenda to tender documents	*YES / NO
2.6	▪ Schedule 6 : Compulsory enterprise questionnaire	*YES / NO
2.7	▪ Schedule 7 : Clearance certificate for municipal services account	*YES / NO
2.8	▪ Schedule 8 : Tenderer's experience evaluation	*YES / NO N/A
2.9	▪ Schedule 9 : Tenderer's proposed organization, staffing and key staff experience evaluation	*YES / NO N/A
2.10	▪ Schedule 10 : Capacity to execute and implement the tender (physical resources) evaluation	*YES / NO N/A
2.11	▪ Schedule 11 : Tenderer's implementation plan and methodology for project	*YES / NO N/A
3	Have you completed / signed and submitted all relevant information as requested by the evaluation schedules? <b>(as and when required)</b>	*YES / NO
4	Have you completed and signed the MBD 4 form - Declaration of Interest?	*YES / NO
5	Have you completed the questionnaire (MBD 5) regarding the declaration for procurement above R10-million and submitted your company's latest three years audited financial statements <b>(as and when required)</b> ?	*YES / NO
6	Have you take note of the contents of par 5 of MBD 6.1 to substantiate your B-BBEE rating claims. Have you submitted an <b>original, valid or certified copy</b> of your company's B-BBEE certificate or original affidavit to qualify for preference points?	*YES / NO
7	Have you completed and signed MBD 6.2 and Annexure C	*YES / NO
8	Have you completed and signed the following form: MBD 7.1 Form - Contract form for purchase of goods / works? MBD 7.2 Form - Contract Form for rendering of services? <b>(as and when required)</b>	*YES / NO
10	Have you completed and signed the MBD 8 – Declaration of bidder's past Supply Chain Management Practices and MBD 9 – Certificate of Independent Bid Determination?	*YES / NO
11	Do you understand the Special Conditions of Contract / Specifications / Terms of Reference and/or Scope of Works?	*YES / NO
12	Have you completed the Form of Offer (C1.1) in <b>WORDS</b> as well as in <b>FIGURES</b> ?	*YES / NO
13	Have you completed and signed Part 2 of C1.2 (Contract Data)?	*YES / NO
14	Have you completed the MBD 3.3 form and carried over your tendered price (VAT inclusive) to Form of Offer (C1.1)?	*YES / NO
15	Have you submitted the compulsory documents	*YES / NO

## BIDDER'S TENDER DOCUMENTATION DECLARATION CERTIFICATION

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

NAME OF REPRESENTATIVE	
POSITION / DESIGNATION	
SIGNATURE	
DATE	

# SCHEDULE OF DOCUMENTS

The tender documents for this contract comprises of the following:

## THE TENDER

### T1: Tendering procedures

- T1.1. Tender Notice and Invitation to Tender (MBD 1)
- T1.2. Tender Data
- T1.3. Standard Conditions of Tender

### T2: Returnable documents

- T2.1 List of Returnable Documents
- T2.2 Returnable Schedules
- T2.2.1 Returnable Schedules Required for Tender Evaluation Purposes
  - Schedule 1 : Resolution of Board of Directors
  - Schedule 2 : Resolution of Board of Directors to enter into consortia or JV's
  - Schedule 3 : Schedule of proposed sub-contractors
  - Schedule 4 : Commitments of Tenderer
  - Schedule 5 : Record of Addenda to tender documents
  - Schedule 6 : Compulsory enterprise questionnaire
  - Schedule 7 : Clearance certificate for municipal service account
  - Schedule 8 : Tenderer's experience evaluation N/A
  - Schedule 9 : Tenderer's proposed organization, staffing and key staff experience evaluation N/A
  - Schedule 10 : Capacity to execute & implement the tender (physical resources) evaluation N/A
  - Schedule 11 : Tenderer's implementation plan and methodology for project (N/A)
- T2.2.2 Compulsory Municipal Bid Documentation
  - MBD 4 : Declaration of Interest
  - MBD 5 : Declaration for procurement above R10-million
  - MBD 6.1 : B-BBEE status level
  - MBD 6.2 : Declaration certificate for local production and content for designated sectors
  - MBD 7.1 : Contract form for purchasing of goods / works
  - MBD 7.2 : Contract form for rendering of services
  - MBD 8 : Declaration of bidder's past supply chain management practices
  - MBD 9 : Certificate of Independent Bid Determination

TENDER NO.	8/3/1-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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## THE CONTRACT

### C1: Agreement and Contract Data

- C1.1 Form of Offer and Acceptance
  - C1.1.1 Form of Offer
  - C1.1.2 Form of Acceptance
  - C1.1.3 Schedule of Deviations
- C1.2 Contract Data
  - C1.2.1 Part 1: Data provided by the Employer
  - C1.2.2 Part 2: Data provided by the Service Provider
  - C1.2.3 Part 3: Specifications

### C2: Pricing Schedule

- C2.1 MBD 3.1: Pricing Schedule

### C3: Terms of Reference

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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**THE TENDER**

**Bid: 8/31/26/2022**

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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## **T1 TENDERING PROCEDURES**

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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# T1.1 TENDER NOTICE & INVITATION

MBD1

## PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF GOVAN MBEKI MUNICIPALITY

BID NUMBER:	8/3/1-26/2022	CLOSING DATE:	20/02/2023	CLOSING TIME:	12:00
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DESCRIPTION	APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS				
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THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

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

TECHNICAL SERVICES MECHANICAL WORKSHOP

GOVAN MBEKI MUNICIPALITY

HORWOOD STREET (WEST WING MUNICIPAL MANAGER'S OFFICE)

SECUNDA CBD ( OPERATION HOURS: MON TO FRI- 7h30 UNTIL 16H00)

### SUPPLIER INFORMATION

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE		NUMBER
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE		NUMBER
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
TAX COMPLIANCE STATUS	TCS PIN:		CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<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 ENCLOSURE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3 ]
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TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
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SIGNATURE OF BIDDER	.....	DATE	
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CAPACITY UNDER WHICH THIS BID IS SIGNED			
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BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	Finance – SCM	CONTACT PERSON	B. Ndlovu
CONTACT PERSON	S Madondo	TELEPHONE NUMBER	017 620 6000
E-MAIL ADDRESS	<a href="mailto:siphob.m@govanmbeki.gov.za">siphob.m@govanmbeki.gov.za</a>	E-MAIL ADDRESS	<a href="mailto:billy.n@govanmbeki.gov.za">billy.n@govanmbeki.gov.za</a>

Bid: 8/31-26/2022

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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## PART B

### TERMS AND CONDITIONS FOR BIDDING

#### **1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

#### **2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B: 3.
- 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

#### **3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A

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

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

SIGNATURE OF BIDDER: .....

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

DATE: .....



## GOVAN MBEKI MUNICIPALITY

**TENDER NO.: 8/3/1-26/2022**

**CLOSING DATE: 20 FEBRUARY 2023 AT 12H00**

### **APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS**

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), tenders are hereby invited for the **APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS**. The final tender documents and specifications are available and can be downloaded from the website [www.etender.gov.za](http://www.etender.gov.za)

The closing time for receipt of tenders is **12:00hrs on 20/02/2023**. Telephonic, e-mail, unmarked and **late tenders** will under no circumstances be considered and accepted. The tender box will be emptied just after closing time on the closing date. Hereafter all bids will be public.

Any technical enquiries relating to the tender document may be directed to MR. BILLY NDLOVU at 017 620 6000.

A non-compulsory briefing session with representatives of the municipality will take place at the LILIAN NGOYI CENTRE (Fisant Street, Secunda) on **30/01/2023** starting at 10h00. Contract documentation will not be available on site.

Fully completed tender documents, clearly marked "**Tender No. 8/3/1-26/2022: "APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS"**" with "**NAME of TENDERER**" **must be placed in a sealed envelope and placed in the tender box provided by Govan Mbeki Municipality on the Ground floor, Horwood Street (WEST WING AT MUNICIPAL MANAGER'S OFFICE), Secunda, 2302** by no later than 12h00 on **20/02/2023**. The envelope must be endorsed with number, title and closing date as indicated above.

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Govan Mbeki Municipality where 80 points will be allocated in respect of price and 20 points in respect of B-BBEE Status Level of Contribution.

No awards will be made to a person:

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

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

TENDER NO.	8/3/1-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS

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

- Original certified copy of valid BBBEE Certificate (non-compulsory, failure to submit no points will be awarded) only SANAS accredited or Affidavits will be accepted.
- Copy of company registration certificate(CK) – Compulsory
- Copy of bidder's current municipal services account (not older than 3 months) or copy of Lease Agreement – Compulsory
- CSD summary report – Compulsory
- Joint Venture Agreement (In case of a Joint Venture) – Compulsory
- Joint Ventures must be registered on CSD as Joint Venture - Compulsory
- Public Liability Insurance – Compulsory
- Proof of ownership of Plant and Equipment: The proof of ownership must reflect on the document, either the name of the company or names/s of the Directors. Other names not related, will not be accepted. Kindly refer to the Pricing schedule for Ownership or Lease of Plant and Equipment.

**EN MASEKO**  
**MUNICIPAL MANAGER**  
GOVAN MBEKI MUNICIPALITY  
Secunda Municipal Building  
Horwood Street  
**SECUNDA**  
2302

<b>TENDER NO.</b>	<b>8/31-26/2022</b>	<b>BIDDER</b>	<b>WITNESS</b>	<b>EMPLOYER</b>	<b>WITNESS</b>
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## T1.2 TENDER DATA

CLAUSE NO.	
	<p>The Standard Conditions of Tender for procurement makes several references to the tender data for details that apply specifically to this tender. The tender data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender for procurement other than disposals.</p> <p>Each item of data given below is cross-referenced to the relevant clause in the above mentioned Standard Conditions of Tender.</p>
1.1	<p>The employer is the <b>Govan Mbeki Municipality</b></p>
1.2	<p>The single volume approach is adopted for this contract.</p> <p>The list of returnable documents identifies which of the documents a tenderer must complete when submitting a tender offer. The tenderer must submit his tender offer by completing the returnable documents including the fully priced Pricing Schedule, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the single volume procurement document back to the Govan Mbeki Municipality bound up as it was when it was received.</p> <p>The tender documents issued by the employer comprise of the following:</p> <p><b>TENDER</b></p> <p><b>Part T1: Tendering procedures</b>  T1.1 - Tender notice and invitation to tender  T1.2 - Tender data  T1.3 – Standard Conditions of Tender</p> <p><b>Part T2: Returnable documents</b>  T2.1 List of returnable documents  T2.2 Returnable schedules</p> <p><b>CONTRACT</b></p> <p><b>Part C1: Agreements and contract data</b>  C1.1 Form of offer and acceptance  C1.2 Contract data</p> <p><b>Part C2: Pricing Schedule</b>  C2.1 Pricing Instructions and Schedule  C2.2 Priced fees and disbursements</p> <p><b>Part C3: Terms of reference</b>  C3 Terms of reference</p>

1.4	<p>The employer's agent is:</p> <p>Name : B. NDLOVU    Capacity : Manager: Mechanical Workshop, Fleet &amp; Facilities Maintenance    Address : GOVAN MBEKI MUNICIPALITY    Private Bag X1017, Secunda, 2302    Tel: (017) 620 6000    E-mail: <a href="mailto:billy.n@govanmbeki.gov.za">billy.n@govanmbeki.gov.za</a></p>												
1.6.2.1	<p>A competitive negotiation procedure will not be followed</p>												
2.1.1	<p>Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:</p> <ol style="list-style-type: none"> <li>1. Tenderer is registered on the Central Supplier Database</li> <li>2. Tenderer is qualified and professionally registered for the service to be provided</li> <li>3. Tenderer has the managerial capacity, reliability and experience regarding the nature of the project</li> </ol> <table border="1" data-bbox="393 842 1462 1343"> <thead> <tr> <th data-bbox="393 842 1251 1006">Description of Functionality Criteria</th><th data-bbox="1251 842 1462 1006">Maximum number of tender evaluation points</th></tr> </thead> <tbody> <tr> <td data-bbox="393 1006 1251 1057">Schedule 8: Tenderer's experience evaluation</td><td data-bbox="1251 1006 1462 1057">N/A</td></tr> <tr> <td data-bbox="393 1057 1251 1131">Schedule 9: Tenderer's proposed organization, staffing and key staff experience evaluation</td><td data-bbox="1251 1057 1462 1131">NA</td></tr> <tr> <td data-bbox="393 1131 1251 1206">Schedule 10: Capacity to execute &amp; implement the tender (physical resources) evaluation</td><td data-bbox="1251 1131 1462 1206">N/A</td></tr> <tr> <td data-bbox="393 1206 1251 1280">Schedule 11: Implementation Plan &amp; Methodology to implement project</td><td data-bbox="1251 1206 1462 1280">N/A</td></tr> <tr> <td data-bbox="393 1280 1251 1343"><b>Maximum total evaluation points for functionality</b></td><td data-bbox="1251 1280 1462 1343"><b>N/A</b></td></tr> </tbody> </table>	Description of Functionality Criteria	Maximum number of tender evaluation points	Schedule 8: Tenderer's experience evaluation	N/A	Schedule 9: Tenderer's proposed organization, staffing and key staff experience evaluation	NA	Schedule 10: Capacity to execute & implement the tender (physical resources) evaluation	N/A	Schedule 11: Implementation Plan & Methodology to implement project	N/A	<b>Maximum total evaluation points for functionality</b>	<b>N/A</b>
Description of Functionality Criteria	Maximum number of tender evaluation points												
Schedule 8: Tenderer's experience evaluation	N/A												
Schedule 9: Tenderer's proposed organization, staffing and key staff experience evaluation	NA												
Schedule 10: Capacity to execute & implement the tender (physical resources) evaluation	N/A												
Schedule 11: Implementation Plan & Methodology to implement project	N/A												
<b>Maximum total evaluation points for functionality</b>	<b>N/A</b>												
2.7	<p>Briefing session:</p> <p>The arrangements for the non - compulsory briefing session and clarification meeting are as follows:</p> <p>Location : Govan Mbeki Municipality, Lillian Ngoyi Centre (Fisant Street, Secunda)</p> <p>Date : 30/01/2023 Starting time : 10h00</p> <p>Enquiries and confirmation of attendance at least one full working day in advance regarding the meeting may be directed to:</p> <p>Name : Billy Ndlovu    Telephone No. : 017 620 6000    E-Mail adres : <a href="mailto:billy.n@govanmbeki.gov.za">billy.n@govanmbeki.gov.za</a></p> <p>Tenderers must sign the attendance list in name of the tendering entity. Addenda will be issued and tenders will be received only from those tendering entities</p>												

TENDER NO.	8/3/1-26/2022				
	BIDDER	WITNESS	EMPLOYER		WITNESS

	appearing on the attendance list.
<b>2.8</b>	The closing time for submission of tender offers is as indicated in the tender notice and invite
<b>2.12.1</b>	<b>Alternative offers will not be considered</b>
<b>2.13.3</b>	Additional copies of the tender offer, document will not be required
<b>2.13.5</b>	The employer's address for delivery of tender offers and identification details to be shown on such tender offer package are: Location of tender box : Govan Mbeki Municipality
<b>2.13.7</b>	Physical address : Ground floor, Secunda Municipal Building, Horwood Street <u>Identification details:</u> As indicated in the tender notice <b>Tender No. 8/3/1-26/2022 : APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS</b> <b>Tender notice: 104/2022</b>
<b>2.13.6</b> <b>3.5</b>	A two-envelope procedure will not be followed
<b>2.19</b>	The site of works is located at Govan Mbeki Municipality
<b>2.22</b>	Not a requirement
<b>3.4</b>	The location for opening of the tender offers, immediately after the closing time thereof shall be at: Time: 12H00 hours on 20/02/2023 Location: Finance boardroom, 2 <sup>nd</sup> floor, Horwood Street, Secunda, 2302 Should the details of the room location where tenders will be opened change; it can be obtained on the day
<b>3.11</b>	The procedure for the evaluation of responsive tenders is Method 1 accounting to the 80/20 Preferential Procurement Point System. The total number of tender evaluation points for preferences to may be claimed is indicated in MBD 6.1
<b>3.13.1</b>	Tender offers will only be accepted if: a) the tenderer is registered on the Central Supplier Database; b) The tenderer is not in arrears for more than 3 months with municipal rates and taxes and municipal service charges; c) the tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and d) the tenderer has not: i) abused the employer's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given written notice to this effect; e) it is considered that the performance of the services will not be compromised through any conflict of interest.
<b>3.17</b>	The number of paper copies of the signed Contract to be provided by the employer

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## T1.3 STANDARD CONDITIONS OF TENDER

### i) GENERAL

### ii) Actions

iii) The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in clause 2 and clause 3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices

1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

#### Note:

iv) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.

b) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

1.1.3 The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract

### 1.2 Tender Documents

The documents issued by the employer for the purpose of a tender offer are listed in the tender data.

### 1.3 Interpretation

1.3.1 The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

1.3.2 These conditions of tender, the tender data and tender schedules which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

1.3.3 For the purposes of these conditions of tender, the following definitions apply:

a) **conflict of interest** means any situation in which:

- i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfill his or her duties impartially;
- ii) an individual or organization is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
- iii) Incompatibility or contradictory interests exist between an employee and the organization which employs that employee.

b) **comparative offer** means the tenderer's financial offer after all tendered parameters that will affect the value of the financial offer have been taken into consideration in order to enable comparisons to be made between offers on a comparative basis

c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and

d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels

e) **organization** means a company, firm, enterprise, association or other legal entity, whether incorporated or not, or a public body

f) **quality (functionality)** means the totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs

#### 1.4 Communication and employer's agent

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the tender data.

#### 1.5 The employer's right to accept or reject any tender offer

1.5.1 The employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The employer shall not accept or incur any liability to a tenderer for such cancellation and rejection, but will give written reasons for such action upon written request to do so.

1.5.2 The employer may not subsequent to the cancellation or abandonment of a tender process or the rejection of all responsive tender offers re-issue a tender covering substantially the same scope of work within a period of six months unless only one tender was received and such tender was returned unopened to the tenderer.

#### 1.6 Procurement procedures

##### 1.6.1 General

Unless otherwise stated in the tender data, a contract will, subject to **clause 3.13**, be concluded with the tenderer who in terms of **clause 3.11** is the highest ranked

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or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

### 1.6.2 **Competitive negotiation procedure**

- 1.6.2.1 Where the tender data require that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of clause 3.4, the employer shall announce only the names of the tenderers who make a submission. The requirements of clause 3.8 relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.
- 1.6.2.2 All responsive tenderers, or not less than three responsive tenderers that are highest ranked in terms of the evaluation method and evaluation criteria stated in the tender data, shall be invited in each round to enter into competitive negotiations, based on the principle of equal treatment and keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of clause 2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.
- 1.6.2.3 At the conclusion of each round of negotiations, tenderers shall be invited by the employer to make a fresh tender offer, based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.
- 1.6.2.4 The contract shall be awarded in accordance with the provisions of clause 3.11 and clause 3.13 after tenderers have been requested to submit their best and final offer.

## 2 **TENDERER'S OBLIGATIONS**

### 2.1 **Eligibility**

- 2.1.1 Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with employer.
- 2.1.2 Submit a tender offer only if the tenderer satisfies that the minimum score for functionality criteria will be met.
- 2.1.3 Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

### 2.2 **Cost of tendering**

Accept that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer,

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including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

2.3 **Check documents**

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

2.4 **Confidentiality and copyright of documents**

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

2.5 **Reference documents**

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

2.6 **Acknowledge addenda**

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.

2.7 **Clarification meeting**

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the tender data.

2.8 **Seek clarification**

Request clarification of the tender documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

2.9 **Insurance**

Be aware that the extent of insurance to be provided by the employer (if any) may not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance.

2.10 **Pricing the tender offer**

2.10.1 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.

2.10.2 Show VAT payable by the employer separately as an addition to the tendered total of the prices.

2.10.3 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 identified in the contract data.

2.10.4 State the rates and prices in Rand unless instructed otherwise in the tender data. The

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conditions of contract identified in the contract data may provide for part payment in other currencies.

2.10.5 Complete and sign form of offer and MBD3.1/MBD3.3/Bill of Quantities in full. Incomplete documents will invalidate your offer.

2.11 **Alterations to documents**

Not make any alterations or additions to or dismantle the tender documents. All signatories to the tender offer shall initial all alterations. Erasures and the use of masking fluid are prohibited. Tippexing is not allowed.

All supporting documents to the tender must be attached only at the end of this document as Annexures.

2.12 **Alternative tender offers**

2.12.1 Unless otherwise stated in the tender data, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

2.12.2 Accept that an alternative tender offer may be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.

2.13 **Submitting a tender offer**

2.13.1 Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.

2.13.2 Return all returnable documents to the employer after completing them in their entirety, by writing legibly in non-erasable ink, unless stated otherwise on the tender advert.

2.13.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

2.13.4 Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

2.13.5 Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

2.13.6 Where a two-envelope system is required in terms of the tender data, place and seal the returnable documents listed in the tender 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 employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

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- 2.13.7 Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.
- 2.13.8 Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
- 2.13.9 Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.

**2.14 Information and data to be completed in all respects**

Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

**2.15 Closing time**

- 2.15.1 Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery
- 2.15.2 Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

**2.16 Tender offer validity**

- 2.16.1 Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period (not less than 90 days) stated in the tender data after the closing time stated in the tender data.
- 2.16.2 If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.
- 2.16.3 Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted.
- 2.16.4 Where a tender submission is to be substituted, submit a substitute tender in accordance with the requirements of **clause 2.13** with the packages clearly marked as "SUBSTITUTE".

**2.17 Clarification of tender offer after submission**

- 2.17.1 Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note:

**Clause 2.17.1** does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the employer elect to do so.

**2.18 Provide other material**

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2.18.1 Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

2.18.2 Dispose of samples of materials provided for evaluation by the employer, where required.

**2.19 Inspections, tests and analysis**

Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.

**2.20 Submit securities, bonds, policies etc.**

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

**2.21 Check final draft**

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

**2.22 Return of other tender documents**

If so instructed by the employer, return all retained tender documents within 28 days after the expiry of the validity period stated in the tender data.

**2.23 Certificates**

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

**3 THE EMPLOYER'S UNDERTAKINGS**

**3.1 Respond to requests from the tenderer**

3.1.1 Unless otherwise stated in the tender data, respond to a request for clarification received up to five working days before the tender closing time stated in the tender data and notify all tenderers who drew procurement documents.

3.1.2 Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

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**3.2 Issue Addenda**

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three days before the tender closing time stated in the tender data. If, as a result a tenderer applies for an extension to the closing time stated in the tender data, the employer may grant such extension and, shall then notify all tenderers who drew documents.

**3.3 Return late tender offers**

Return tender offers received after the closing time stated in the tender data, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

**3.4 Opening of tender submissions**

3.4.1 Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

3.4.2 Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, preferences claimed and time for completion for the main tender offer only.

3.4.3 Make available the record outlined in **clause 3.4.2** to all interested persons upon request.

**3.5 Two-envelope system**

3.5.1 Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

3.5.2 Evaluate the quality of the technical proposals offered by tenderers, then advice tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the quality evaluation more than the minimum number of points for quality stated in the tender data, and announce the score obtained for the technical proposals and the total price and any preferences claimed. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for quality.

**3.6 Non-disclosure**

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

**3.7 Grounds for rejection and disqualification**

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

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v) **Test for responsiveness**

3.8.1 Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- complies with the requirements of these Conditions of Tender,
- has been properly and fully completed and signed, and
- is responsive to the other requirements of the tender documents.

3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- significantly change the employer's or the tenderer's risks and responsibilities under the contract, or
- affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

3.8.3 Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

vi) **Arithmetical errors, omissions and discrepancies**

3.9.1 Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.

3.9.2 Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with **clause 3.11** for:

- the gross misplacement of the decimal point in any unit rate;
- omissions made in completing the pricing schedule or bills of quantities; or
- arithmetic errors in:
  - line item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
  - the summation of the prices.

3.9.3 Notify the tenderer of all errors or omissions that are identified in the tender offer and invite the tenderer to either confirm the tender offer as tendered or accept the corrected total of prices.

3.9.4 Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:

- If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall

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govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.

b) 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 tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

vii) **Clarification of a tender offer**

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

3.11 **Evaluation of Tender Offers**

3.11.1 **General**

Appoint an evaluation panel of not less than three persons. Reduce each responsive tender offer to a comparative offer and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

3.11.2 **Methods 1: Financial offer, quality and preference**

In the case of a financial offer, quality and preferences:

- a) Score each tender in respect of the financial offer made, quality and preferences claimed, if any, in accordance with the provisions of **clause 3.11.3, clause 3.11.4 and clause 3.11.5**
- b) Score each of the criteria and sub-criteria for quality in accordance with the provisions of the tender data. Calculate the total number of tender evaluation points for quality using the formula in clause 3.11.5.
- c) Only tender who score the minimum required points will proceed to price and preference evaluation stage.
- d) Score the financial offers of remaining responsive tender offers using the formula in clause 3.11.3.
- e) Calculate the total number of tender evaluation points for preferences claimed in accordance with the provisions of the tender data.
- f) Calculate the total number of tender evaluation points ( $T_{EV}$ ) in accordance with the following formula:

$$T_{EV} = N_{FO} + N_P$$

where:  $N_{FO}$  is the number of tender evaluation points awarded for the financial offer made in accordance with **clause 3.11.3**;

$N_p$  is the number of tender evaluation points awarded for preferences claimed in accordance with **clause 3.11.4**.

- g) Rank tender offers from the highest number of tender evaluation points to the lowest.
- h) Recommend the tenderer with the highest number of tender evaluation points for the award of the contract, unless there are compelling and justifiable reasons not to do so.
- i) Re-score and re-rank all tenderers should there be compelling and justifiable reasons not to recommend the tenderer with the highest number of tender evaluation points, and recommend the tenderer with the highest number of tender evaluation points, unless there are compelling and justifiable reasons not to do so and the process set out in this sub-clause is repeated

### 3.11.2 **Decimal places**

Score financial offers, preferences and quality, as relevant, to two decimal places.

### 3.11.3 **Scoring Financial Offers**

Score the financial offers of remaining responsive tender offers using the following formula:

$N_{FO}$

$= W_1 \times A$

where:  $N_{FO}$  is the number of tender evaluation points awarded for the financial offer.

$W_1$  is the maximum possible number of tender evaluation points awarded for the financial offer as stated in the tender data.

$A$  is a number calculated using either formulas 1 or 2 below as stated in the Tender Data.

Formula	Comparison aimed at achieving	Option 1	Option 2
1	Highest price or discount	$A = 1 + \frac{(P - P_m)}{P_m}$	$A = \frac{P}{P_m}$
2	Lowest price or percentage commission / fee	$A = 1 - \frac{(P - P_m)}{P_m}$	$A = \frac{P_m}{P}$
$P_m$ = the comparative offer of the most favorable tender offer. $P$ = the comparative offer of tender offer under consideration			

### 3.11.4 **Scoring preferences**

Confirm that tenderers are eligible for the preferences claimed in accordance with the provisions of the tender data and reject all claims for preferences where tenderers are not eligible for such preferences.

Calculate the total number of tender evaluation points for preferences claimed in accordance with the provisions of the tender data.

### 3.11.5 **Scoring quality**

Score each of the criteria and sub criteria for quality in accordance with the provisions of the tender data.

Calculate the total number of tender evaluation points for quality using the following formula:

$$N_Q = W_2 \times S_Q / M_S$$

Where:  $S_Q$  is the score for quality allocated to the submission under consideration;  $M_S$  is the maximum possible score for quality in respect of a submission; and  $W_2$  is the maximum possible number of tender evaluation points awarded for the quality as stated in the tender data

3.12 **Insurance provided by the employer**

If requested by the proposed successful tenderer, submit for the tenderer's information the policies and / or certificates of insurance which the conditions of contract identified in the contract data, require the employer to provide.

3.13 **Acceptance of tender offer**

Accept the tender offer, if in the opinion of the employer, it does not present any unacceptable commercial risk and only if the tenderer:

- a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- c) has the legal capacity to enter into the contract,
- d) is not insolvent, in receivership, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,
- e) complies with the legal requirements, if any, stated in the tender data, and
- f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

3.14 **Prepare contract documents**

3.14.1 If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents, and

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- c) other revisions agreed between the employer and the successful tenderer.

3.14.2 Complete the schedule of deviations attached to the form of offer and acceptance, if any.

3.15 **Complete adjudicator's contract**

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

3.16 **Notice to unsuccessful tenderers**

3.16.1 Notify the successful tenderer of the employer's acceptance of his tender offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the tender data, or agreed additional period.

3.16.2 After the successful tenderer has been notified of the employer's acceptance of the tender, notify other tenderers that their tender offers have not been accepted.

3.16.3 Unsuccessful forms / documents will be disposed of after 24 months.

3.17 **Provide copies of the contracts**

Provide to the successful tenderer the number of copies stated in the tender data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

3.18 **Provide written reasons for actions taken**

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender, but withhold information, which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

<b>TENDER NO.</b>	<b>8/3/1-26/2022</b>				
		BIDDER	WITNESS	EMPLOYER	WITNESS

**T2 RETURNABLE DOCUMENTS**

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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## T2.1 LIST OF RETURNABLE DOCUMENTS

### 1 RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES

1.1	Schedule 1	:	Resolution of Board of Directors
1.2	Schedule 2	:	Resolution of Board of Directors to enter into consortia or JV's
1.3	Schedule 3	:	Schedule of proposed sub-contractors
1.4	Schedule 4	:	Commitments of tenderer
1.5	Schedule 5	:	Record of addenda to tender documents
1.6	Schedule 6	:	Compulsory enterprise questionnaire
1.7	Schedule 7	:	Clearance certificate for municipal service accounts
1.8	Schedule 8	:	Evaluation Schedule : Tenderer's experience (N/A)
1.9	Schedule 9	:	Evaluation Schedule : Organization, Staffing & Key Staff Experience (N/A)
1.10	Schedule 10	:	Evaluation Schedule :Capacity to execute & implementation of tender (Physical Resources) (N/A)
1.11	Schedule 11	:	Tenderer's implementation plan for the project (N/A)

### viii) COMPULSORY MUNICIPAL BID DOCUMENTATION

2.1	MBD 1	:	Invitation to bid
2.2	MBD 4	:	Declaration of interest
2.3	MBD 5	:	Declaration for procurement above R10-million
2.4	MBD 6.1	:	Preference Points Claim Form
2.5	MBD 6.2	:	Declaration of Local Content and relevant Annexures
2.6	MBD 7.1	:	Contract form for purchase of goods / works
2.7	MBD 7.2	:	Contract form for rendering of Services
2.8	MBD 8	:	Declaration of bidder's past supply chain management practices
2.9	MBD 9	:	Certificate of Independent Bid Determine

**T2.2 RETURNABLE SCHEDULES**

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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**T2.2.1 RETURNABLE SCHEDULES FOR TENDER EVALUATION PURPOSES**

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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# SCHEDULE 1

## RESOLUTION OF BOARD OF DIRECTORS

**Resolution** of a meeting of the Board of \*Directors / Members / Partners of:

		(Enterprise Name)
Held at		(place)
On		(date)

**RESOLVED** that:

1.	The enterprise submits a bid / tender to the Govan Mbeki Municipality in respect of the following project:	
	<b>TENDER xxxx: APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS</b>	
2.	Mr./Mrs./MS	
	in his/her capacity as:	(Position in the Enterprise)
	and who will sign as follows:	(Authorized Signature)
be, and is hereby, authorized to sign the bid / tender, and any and all other documents and/or correspondence in connection with and relating to the bid / tender, as well as to sign any contract, and any and all documentation, resulting from the award of the bid / tender to the enterprise mentioned above.		

**Directors / Members / Partners of:**

	Name	Capacity	Signature
1			
2			
3			

**Note:**

- ix) \* Delete which is not applicable
- x) **NB.** This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise
- 3. Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page

**ENTERPRISE STAMP**

TENDER NO.	8/3/1-26/2022				
		BIDDER	WITNESS	EMPLOYER	WITNESS

## SCHEDULE 2

### RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

**RESOLUTION** of a meeting of the Board of \*Directors / Members / Partners of:

(Enterprise Name)	
Held at	
	(place)
On	
	(date)

**RESOLVED** that:

1.	The enterprise submits a bid / tender, in consortium / joint venture with the following enterprises:	
	(List all the legally correct full names and registration numbers, if applicable, of the enterprises forming the consortium / joint venture)	
	To the to the Govan Mbeki Municipality in respect of the following project	
	<b>TENDER 8/3/1-26/2022: APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS</b>	
2.	Mr./Mrs./MS	
	in his/her capacity as	(Position in the Enterprise)
	and who will sign as follows	(Authorized Signature)
2.1	be, and is hereby, authorized to sign a consortium / joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium / joint venture, in respect of the project described under item 1 above.	
2.2	The enterprise accepts joint and several liability with the parties listed under item 2 above for the due fulfillment of the obligations of the joint venture deriving from, and in any way connected with, the contract to be entered into with the department in respect of the project described under item 1 above.	
	The enterprise chooses as its <i>domicilium citandi et executandi</i> for all purposes arising from this joint venture agreement and the contract with the department in respect of the project under item 1 above	
	xi) Physical address	
	xii) Postal address	
	xiii) Telephone number	
	xiv) Fax Number	

## RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

Directors / Members / Partners of:

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

**Note:**

1. Delete which is not applicable

**NB.** This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise

Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page

- 2.
- 3.

**Enterprise Stamp**

Bid: 8/31-26/2022

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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## SCHEDULE 3

### SCHEDULE OF PROPOSED SUB-CONTRACTORS

We notify you that it is our intention to employ the following sub-contractors for work in this contract. If we are awarded a contract we agree that this notification does not change the requirement for us to submit the names of proposed sub-consultants in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us. We agree we will not subcontract more than 25% of the value of the contract to an enterprise that does not have an equal or higher BBBEE status level of contributor than our company, unless the contract is sub-contracted on an EME that has the capability and ability to execute the sub- contract.

	Name and address of proposed sub-contractor	Nature and extent of work	Previous experience with sub-contractor
1			
2			
3			
4			
5			

NAME OF REPRESENTATIVE	SIGNATURE	CAPACITY	DATE

NAME OF ORGANIZATION	
----------------------	--

**SCHEDULE 4**  
**COMMITMENTS OF TENDERER**

**Kindly provide particulars of commitments which the tenderer is presently engaged and/or involved with:**

Current Projects / Contract		Organization	Contact Person Name	Contact Tel. No.	Contract Amount	Contract Period	Date of Commencement	Scheduled Date of Completion
1.								
2.								
3.								
4.								
5.								

<b>NAME OF REPRESENTATIVE</b>	<b>SIGNATURE</b>	<b>DATE</b>

## SCHEDULE 5

### RECORD OF ADDENDA TO TENDER DOCUMENTS

I / we confirm that the following communications received from the Govan Mbeki Municipality before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer: *(Attach additional pages if more space is required)*

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

I / we confirm that no communications were received from the Govan Mbeki Municipality before the submission of this tender offer, amending the tender documents.

NAME OF REPRESENTATIVE	SIGNATURE	DATE

## SCHEDULE 6

### COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

<b>Section 1: Name of enterprise</b>			
<b>Section 2: VAT registration number, if any</b>			
<b>Section 3: Particulars of sole proprietors and partners in partnerships</b>			
No	Name*	Identity Number*	Personal Income Tax Number*
3.1			
3.2			
3.3			

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

<b>Section 4: Particulars of companies and close corporations</b>			
4.1	Company Registration number		
4.2	Close corporation number		
4.3	Tax reference number		

<b>Section 5: Record in the service of the state</b>			
Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:			
A member of any municipal council		An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public finance Management Act, 1999 (Act 1 of 1999)	
A member of any provincial legislation		A member of an accounting authority of any national or provincial public entity	
A member of the National Assembly or the National Council of Province		An employee of Parliament or a provincial legislature	
A member of the board of directors of any municipal entity		An official of any municipality or municipal entity	

Bid: 8/31-26/2022

<b>TENDER NO.</b>	<b>8/31-26/2022</b>				
BIDDER	WITNESS	EMPLOYER	WITNESS		

Name of sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

#### Section 6: Records of spouses, children and parents in the service of the state

Indicate by making the relevant boxes with a cross, if any spouses, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

A member of any municipal council		An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management act, 1999 (act 1 of 1999)	
A member of any provincial legislature		A member of an accounting authority of any national or provincial public entity	
A member of the National Assembly or the National Council of Province.		An employee of Parliament or a provincial legislature	
A member of the board of directors of any municipal entity		An official of any municipality or municipal entity	

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

The undersigned, who warrants that he/she is duly authorized to do so on behalf of the enterprise:

- xv) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004.
- xvi) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of frauds or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Note: insert separate page if necessary

<b>NAME OF REPRESENTATIVE</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>CAPACITY</b>	<b>DATE</b>

Bid: 8/31-26/2022

## SCHEDULE 7

### CLEARANCE CERTIFICATE FOR MUNICIPAL SERVICE ACCOUNTS

Section 45(1)(d) of Municipal Supply Chain Regulations requires that the municipality must reject a bidder whose municipal service accounts are in arrears for more than three months.

The purpose of this schedule is to obtain proof that municipal services account of the service provider are not in arrears for more than three months, with the relevant municipality / landlord in the municipal area where the service provider conduct his / her business.

**Each bidder must complete the below checklist. Important: if you fail to complete this form, the bid will be non-responsive. (Please tick with X where appropriate):**

QUESTIONS		YES	NO
1.	Do you own a property?		
2.	Do you receive a municipal service account?		
3.	Is your municipal service account up to date / current (not in arrears for more than three months)?		
4.	If yes, provide the following details:		
4.1	▪ Municipality name		
4.2	▪ Municipal account number		
5.	<b>If yes, please attach proof in the form of the original or certified copy of the bidder's municipal service account not older than 3 months</b>		
6.	Does the bidder lease / rent the property where the business is situated?		
7	If yes, provide the following details:		
7.1	▪ Landlord name		
7.2	▪ Address property is situated		
7.3	▪ Contact number of landlord		
8.	<b>Please attach the copy of the lease agreement signed by the landlord / lessor and the tenant / lessee as proof (Annexure A)</b>		
I, (Insert full name)			
of (insert physical address)			
being a Director, Principal Shareholder, owner of company (Insert company name)			
Hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge			
SIGNATURE			

**\* IMPORTANT: IF YOU FAIL TO COMPLETE THIS FORM, PLEASE REGARD YOUR QUOTE AS NON RESPONSIVE**

## SCHEDULE 8

### EVALUATION SCHEDULE: TENDERER'S EXPERIENCE

The experience of the tenderer in similar projects or nature or similar areas and conditions in relation to the scope of work **APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS** will be evaluated here.

Briefly describe company or individual experience with regard to the above scope of work and attach this to this schedule.

**NB: Proof of previous work history must be attached in form of Official Purchase Order, Appointment Letter, Completion Certificate and/or reference letter.**

A summary of the relevant work experience in line with the scope of work should be indicated in the table below: (Any additional information regarding previous work experience can be attached at the end of this document).

All documents applicable to this Schedule must be attached as Annexure B

Employer, contact person and telephone number, where available	Description of work (service)	Value of work (i.e. the service provided) inclusive of VAT (Rand)	Date completed

## Schedule 8:

### Evaluation Schedule : Tenderer's experience

**This schedule is not applicable to the bid.**

Bidders will have to complete the compulsory declaration under the pricing schedule.

I the undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

<b>SIGNED AT</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>NAME AND CAPACITY</b>

## SCHEDULE 9

### PROPOSED ORGANIZATION, STAFFING & KEY STAFF EXPERIENCE

Bidders will have to complete the compulsory declaration under the pricing schedule.

This schedule not applicable for this bid.

I the undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.	
SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY

## SCHEDULE 10

### CAPACITY TO EXECUTE & IMPLEMENT THE TENDER (PHYSICAL RESOURCES) EVALUATION

**Bidders will have to complete the compulsory declaration under the pricing schedule.**

**Proof of ownership for the required plant or valid lease agreement should be attached.**

This schedule not applicable for this schedule.

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

<b>SIGNED AT</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>NAME AND CAPACITY</b>

## SCHEDULE 11

### IMPLEMENTATION PLAN & METHODOLOGY TO IMPLEMENT THE PROJECT (N/A)

**This schedule is not applicable to the bid**

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

<b>SIGNED AT</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>NAME AND CAPACITY</b>

**T2.2.2 COMPULSORY MUNICIPAL BID DOCUMENT**

<b>TENDER NO.</b>	<b>8/3/1-26/2022</b>				
		BIDDER	WITNESS	EMPLOYER	WITNESS

## **1. TAX COMPLIANCE REQUIREMENTS**

1. Bidders must ensure compliance with their tax obligations.
2. Bidders are required to submit their unique personal identification number (PIN) issued by SARS to enable Organ of state to view the taxpayer's profile and tax status.
3. Application for the tax compliance status (TCS) certificate or PIN may be made via e-filing. In order to use this provision, taxpayers will need to register with SARS as e-filers through the website [www.sars.gov.za](http://www.sars.gov.za)
4. Foreign suppliers have must complete the pre-award questionnaire in part 2.
5. Bidders may also submit a printed TCS certificate together with the bid.
6. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate TCS certificate / pin / CSD number.
7. Where no TCS is available but the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided.

## **2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

1. Is the entity a resident of the Republic of South Africa?	YES / NO	N/A
2. Does the entity have a branch in the RSA?	YES / NO	N/A
3. Does the entity have a permanent establishment in the RSA?	YES / NO	N/A
4. Does the entity have any source of income in RSA?	YES / NO	N/A
5. Is the entity liable in the RSA for any form of Taxation?	YES / NO	N/A

( 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 SARS AND IF NOT REGISTER AS PER 1.3. ABOVE)

**NB:** Failure to provide any of the above particulars may render the bid invalid.

**Signature of BIDDER**

Date

### **Capacity under which this bid is signed**

**MBD 4****DECLARATION OF INTEREST**

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

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

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

3.12.3	Relationship		
3.13	Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?  If yes, please furnish particulars:	Yes	No
3.13.1	Name of director		
3.13.2	Related company		
Note:	<p>SCM Regulations:</p> <p>“<sup>1</sup>In the service of the state” means to be –</p> <ul style="list-style-type: none"> <li>(a) a member of –</li> <li>(i) any municipal council;</li> <li>(ii) any provincial legislature; or</li> <li>(iii) the national Assembly or the national Council of provinces;</li> <li>(b) a member of the board of directors of any municipal entity;</li> <li>(c) an official of any municipality or municipal entity;</li> <li>(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);</li> <li>(e) a member of the accounting authority of any national or provincial public entity; or</li> <li>(f) an employee of Parliament or a provincial legislature.</li> </ul> <p>“<sup>2</sup> Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.</p>		

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

Full Name	Identity Number	State Employee Number

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

I accept that the state may act against me should this declaration prove to be false.

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

Bid: 8/31-26/2022

## MBD 5

### DECLARATION FOR PROCUREMENT ABOVE R10-MILLION (ALL APPLICABLE TAXES INCLUDED)

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

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

## CERTIFICATION

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

I accept that the state may act against me should this declaration prove to be false.

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

Bid: 8/31-26/2022

## MBD 6.1

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

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

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

#### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2
  - a) The value of this bid is estimated to **not exceed** R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
  - b) The 80/20 preference point system will be applicable to this tender
- 1.3 Points for this bid shall be awarded for:
  - (a) Price; and
  - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

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

#### 2. DEFINITIONS

- (a) "**B-BBEE**" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "**B-BBEE status level of contributor**" means the B-BBEE status of an entity in terms of a code

of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

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

### 3. POINTS AWARDED FOR PRICE

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

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

80/20 or 90/10

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

Where

Ps = Points scored for price of bid under consideration

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

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

<b>TENDER NO.</b>	<b>8/31-26/2022</b>				
		BIDDER	WITNESS	EMPLOYER	WITNESS

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

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

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

#### 5. BID DECLARATION

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

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

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

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

#### 7. SUB-CONTRACTING

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

*(Tick applicable box)*

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

7.1.1 If yes, indicate:

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

*(Tick applicable box)*

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

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

Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
Black people	✓	✓
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

#### 8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

#### 8.4 TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

#### 8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

#### 8.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

#### 8.7 MUNICIPAL INFORMATION

**Municipality where business is situated:** .....

**Registered Account Number:** .....

**Stand Number:**.....

<b>TENDER NO.</b>	<b>8/3/1-26/2022</b>				
BIDDER	WITNESS	EMPLOYER		WITNESS	

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

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

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

WITNESSES

1. ....

2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

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

## MBD 6.2

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

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

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

#### 1. General Conditions

- 1.1. Preferential Procurement Regulations make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in designated sectors, organs of state must advertise such tenders with the specific bid documents only locally produced or manufactured goods, with a minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for in paragraph 1.2 above, a two stage bidding process may be followed, where in the first stage a minimum threshold for local production and content and the second stage price is determined.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

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

Where

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

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

**The SABS approved technical specification number SATS 1286:2011 is accessible on <http://www.thedti.gov.za/industrial development/ip.jsp> at no cost.**

TENDER NO.	8/3/1-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

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

Description of services, works or goods

---

---

---

Stipulated minimum threshold

\_\_\_\_\_ %  
\_\_\_\_\_ %  
\_\_\_\_\_ %

3. Does any portion of the goods or services offered have any imported content?

(*Tick applicable box*)

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

3.1 If yes, the rate(s) of exchange to be used in accordance with paragraph 1.5 of the general conditions of bidding, shall be the rate(s) of exchange indicated in the table below, expressed in the local currency at 12:00 on the date of advertisement.

The relevant rates of exchange are available on the Reserve Bank of South Africa website.

Indicate the rate(s) of exchange to be used in accordance with Annex A of SATS 1286:2011, expressed in the appropriate currency in the table below (refer to Annex A of SATS 1286:2011).

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

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

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

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

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

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

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

NB

- 1 The obligation to complete, duly sign and submit this declaration to the dti, or any other external authorized representative, auditor or any other person on behalf of the bidder, may be transferred to another person on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content to be used in completing Declaration C (Annex C, D and E) is accessible on <http://www.sats.gov.za/procurement/procurement-development/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information contained in Declaration D and Declaration E, bidders should complete Declaration C. **Declaration C should be submitted with the bid documentation and substantiate the declaration made in Declaration D and Declaration E.** The bidder should indicate the date and time of the bid in order to substantiate the declaration made in Declaration C. The bidder should also indicate the date and time of the bid in order to substantiate the declaration made in Declaration D and Declaration E. Declarations D and E should be retained by the bidder for a period of at least 5 years. The successful bidder should provide the dti with Declaration D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names), do hereby declare, in my capacity as ..... of ..... (name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
  - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
  - (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

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

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.**

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the information furnished in this application. I also understand that the submission of information that is not verifiable as described in SATS 1286:2011, may result in the bidder being liable for the imposition of any or all of the remedies as provided in the Preferential Procurement Regulations, 2017 promulgated by the Minister of Public Works and Infrastructure (PPFA), 2000 (Act No. 5 of 2000).

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

**DATE:** \_\_\_\_\_

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

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**NOT APPLICABLE**

**Bid: 8/31-26/2022**

<b>TENDER NO.</b>	<b>8/31-26/2022</b>	<b>BIDDER</b>	<b>WITNESS</b>	<b>EMPLOYER</b>	<b>WITNESS</b>
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## Local Content Declaration - Summary Schedule

- (C1) **Tender No.**
- (C2) **Tender description:**
- (C3) **Designated product(s)**
- (C4) **Tender Authority:**
- (C5) **Tendering Entity name:**
- (C6) **Tender Exchange Rate:**
- (C7) **Specified local content %**

Pula

EU

GBP

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

## Annex C

## Calculation of local content

**(C20) Total tender value**

**Signature of tenderer from  
Annex B**

Date:

**(C21) Total Exempt imported content**

**(C22) Total Tender value net of exempt imported content**

### **(C23) Total Imported content**

### (C24) Total local content

**(C25) Average local content % of tender**

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<b>TENDER NO.</b>	<b>8/3/1-26/2022</b>				
		<b>BIDDER</b>	<b>WITNESS</b>	<b>EMPLOYER</b>	<b>WITNESS</b>

## Annex D

## Imported Content Declaration – Supporting Schedule to Annex C

(D1) Tender No.			Note: VAT to be excluded from all calculations								
(D2) Tender Description											
(D3) Designated Products											
(D4) Tender Authority											
(D5) Tendering Entity Name											
(D6) Tender Exchange Rate			Pula		EU		GBP				
<b>A. Exempted imported content</b>				<b>Calculation of imported content</b>							
Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice		Local value of imports	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value	
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
				<i>This total is included in Annex C - C 21</i>					<b>(D19) Total exempt imported value</b>		
<b>B. Imported directly by the Tenderer</b>				<b>Calculation of imported content</b>					<b>Summary</b>		
Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Foreign currency value as per Commercial Invoice		Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)

Calculation of imported content										(D32) Total imported value by tenderer	
C. Imported by a 3rd party and supplied to the Tenderer				Calculation of imported content					Summary		
Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Foreign currency value of imports	Customs duty & other import taxes	Total landed cost excl VAT	Tender Qty	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total imported value by 3rd party											
B. Imported directly by the Tenderer			Calculation of foreign currency payments					Summary of payments			
Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange						Local value of payments	
(D46)	(D47)	(D48)	(D49)	(D50)						(D51)	
(D52) Total of foreign currency payments declared by tenderer and/or 3rd party											
(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above											
This total must correspond with Annex C - C 23											
<u>Signature of tenderer from Annex B</u> <hr/>											
Date: _____											
NOT APPLICABLE											

## Annex E

SATS 1286.2011

## Local Content Declaration - Supporting Schedule to Annex C

## **Tender description:**

### Designated products:

## Tender Authority:

**Tendering Entity name:**

## Local Products (Goods, Services and Works)

**Description of items purchased**

## Local sub-

### Value

(E6)

(E8)

**NOT APPLICABLE**

**(E9) Total local products (Goods, Services and Works)**

### Manpower costs

(E10)( Tenderer's manpower cost)

Factory overheads

(E11)(Rental, depreciation & amortization, utility costs, consumables etc.)

Administration overheads and mark-up

(E12)(Marketing, insurance, finance)

(E3) Total local content

must correspond with Annex  
C - C24

Signature of tenderer from Annex B

Date:

NOT APPLICABLE

*The guidance document can be found at: [www.dti.gov.za/industrial\\_development/docs/ip/guideline.pdf](http://www.dti.gov.za/industrial_development/docs/ip/guideline.pdf)*

## MBD 7.1

### CONTRACT FORM – PURCHASE OF GOODS / WORKS

**THIS FORM MUST BE FILLED BY BOTH THE SERVICE PROVIDER (PART 1) AND THE EMPLOYER / MUNICIPALITY (PART 2) AND SIGNED IN THE ORIGINAL.**

#### PART 1 (TO BE FILLED IN BY THE BIDDER)

3. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to Govan Mbeki Municipality in accordance with the requirements and task directives / proposals specifications stipulated in bid number **8/3/1-26/2022** at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the Employer / Municipality during the validity period indicated and calculated from the closing date of the bid.

1. The following documents shall be deemed to form and be read and construed as part of this agreement:

- 2.1 Bidding documents, *viz*
  - Invitation to bid;
  - Tax clearance certificate;
  - Pricing schedule(s);
  - Technical specification(s);
  - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2017;
  - Declaration of interest;
  - Declaration of Bidder's past SCM practices;
  - Certificate of Independent Bid Determination;
  - Special Conditions of Contract;
- 1.2 General Conditions of Contract;
- 1.3 Other (specify)

2. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

3. I accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

4. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

5. I confirm that I am duly authorized to sign this contract.

<b>SIGNED AT</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>NAME AND CAPACITY</b>
<b>WITNESSES: (SIGNATURE)</b>	<b>DATE</b>
1.	
2.	

## MBD 7.1

### CONTRACT FORM – PURCHASE OF GOODS / WORKS

#### PART 2 (TO BE FILLED IN BY THE EMPLOYER / MUNICIPALITY)

1.

I

in my capacity

as

accept your bid under

reference number

8/3/1-26/2022

dated

for the rendering of services hereunder and/or further specified in the annexures.

1. An official order indicating service delivery instructions is forthcoming.
2. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (IF APPLICABLE)

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY
WITNESSES: (SIGNATURE)	OFFICIAL STAMP
1.	
2.	

## MBD 7.2

### CONTRACT FORM - RENDERING OF SERVICES

**THIS FORM MUST BE FILLED IN BY BOTH THE SERVICE PROVIDER (PART 1) AND THE EMPLOYER / MUNICIPALITY (PART 2) AND SIGNED IN THE ORIGINAL.**

#### PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

- I hereby undertake to render the services as described in the attached bidding documents to Govan Mbeki Municipality in accordance with the requirements and task directives / proposals specifications stipulated in bid number: xxxx at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the Employer / Municipality during the validity period indicated and calculated from the closing date of the bid.

1. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - 2.1 Bidding documents, *viz*
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of Bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - 1.2 General Conditions of Contract;
  - 1.3 Other (specify)
2. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
3. I accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
4. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
5. I confirm that I am duly authorized to sign this contract.

<b>SIGNED AT</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>NAME AND CAPACITY</b>
<b>WITNESSES: (SIGNATURE)</b>	<b>DATE</b>
1.	
2.	

**MBD 7.2****CONTRACT FORM - RENDERING OF SERVICES****PART 2 (TO BE FILLED IN BY THE EMPLOYER / MUNICIPALITY)**

I

in my capacity

as

accept your bid under

reference number

8/3/1-26/2022

dated

for the rendering of services hereunder and/or further specified in the annexures.

1. An official order indicating service delivery instructions is forthcoming.
2. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION & CONTENT (IF APPLICABLE)

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	NAME AND CAPACITY
WITNESSES: (SIGNATURE)	OFFICIAL STAMP
1.	

## MBD 8

### DECLARATION OF BIDDERS PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

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

Item	Question	Yes	No
	the past five years?		
4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.5.1	If so, furnish particulars:		

### CERTIFICATION

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

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

NAME OF REPRESENTATIVE	AUTHORIZED SIGNATURE (UNDERSIGNED)
DATE	CAPACITY

## MBD 9

### CERTIFICATE OF INDEPENDENT BID DETERMINATION

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

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

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

TENDER NO.	8/3/1-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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**MBD 9**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

**TENDER: 8/3/1-26/2022, APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT,  
EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS**

in response to the invitation for the bid made by:

<b>NAME OF MUNICIPALITY / MUNICIPAL ENTITY</b>

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

I certify, on behalf of:

<b>NAME OF REPRESENTATIVE</b>

that:

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

<b>TENDER NO.</b>	<b>8/3/1-26/2022</b>	<b>BIDDER</b>	<b>WITNESS</b>	<b>EMPLOYER</b>	<b>WITNESS</b>
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Bid: 8/31-26/2022

TENDER NO.	8/31-26/2022	BIDDER	WITNESS	EMPLOYER	WITNESS
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6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - 7.1 Prices;
  - 7.2 Geographical area where product or service will be rendered (market allocation);
  - 7.3 Methods, factors or formulas used to calculate prices;
  - 7.4 The intention or decision to submit or not to submit a bid;
  - 7.5 The submission of a bid which does not meet the specifications and conditions of the bid; or
  - 7.6 Bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. 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.

<b>NAME OF REPRESENTATIVE</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>CAPACITY</b>

**THE CONTRACT**

Bid: 8/31/26/2022

<b>TENDER NO.</b>	<b>8/31-26/2022</b>	<b>BIDDER</b>	<b>WITNESS</b>	<b>EMPLOYER</b>	<b>WITNESS</b>
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## **C1 AGREEMENTS AND CONTRACT DATA**

<b>TENDER NO.</b>	<b>8/31-26/2022</b>				
BIDDER	WITNESS	EMPLOYER	WITNESS		

## C1.1 FORM OF OFFER & ACCEPTANCE

### C1.1.1 FORM OF OFFER

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the following project:

Bid / Tender Number	8/3/1-26/2022
Tender Title	<b>APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS</b>

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

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

#### THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS THE FOLLOWING:

AMOUNT IN WORDS (INCL. VAT)	AMOUNT IN FIGURES (INCL VAT)
	RAND R

**\*\*AMOUNT MUST BE IN WORDS AS WELL AS FIGURES**

This offer may be accepted by the employer by communicating such acceptance in writing to the tenderer or by signing the acceptance part of this Form of Offer and Acceptance and returning one copy thereof to the tenderer, whereupon the tenderer becomes the party named as the provider / consultant in the conditions of contract identified in the contract data.

Signature Block: Tenderer		
Signature		Date
Name		
Capacity		
Name of organization		
Address of organization		
Signature of witness		Date
Name of witness		

## C1.1.2 FORM OF ACCEPTANCE

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the service provider / consultant the amounts due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offers shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1 Agreements and contract data, (which includes this agreement)
- Part C2 Pricing data
- Part C3 Scope of work.
- Service Level of Agreement as signed by the parties.

and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules, will only be valid if reduced to writing and signed by both parties.

The tenderer shall within two weeks after receiving a completed copy of this agreement, contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Unless otherwise specified elsewhere in this bidding document or any subsequent written agreement entered into between the parties, this agreement comes into effect on the date when the Employer communicates the acceptance and/or conditions of acceptance of the tenderer's offer in writing or signs the acceptance part of the Offer and Acceptance, whichever occurs first.

<b>Signature Block: Employer</b>			
Signature		Date	
Name			
Capacity			
Name of organization	Govan Mbeki Municipality		
Address of organization	Horwoord Street, Secunda CBD, Secunda, 2302		
Signature of witness		Date	
Name of witness			

### C1.1.3 SCHEDULE OF DEVIATIONS

#### STANDARDIZED ITEMS OF SCHEDULE OF DEVIATIONS:

- Any clarification of the terms of the offer provided by the tenderer in writing
- Any clarification, confirmation or changes to the documents provided by the Employer in writing prior to or simultaneous with award / written acceptance of the offer,

1	Subject	
	Details	
2	Subject	
	Details	
3	Subject	
	Details	
4	Subject	
	Details	

By the duly authorized representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of written acceptance of its offer shall have any meaning or effect in the contract between the parties arising from this agreement.

## C1.2 CONTRACT DATA

### PART 1 - DATA PROVIDED BY THE EMPLOYER

The employer is the <b>Govan Mbeki Municipality</b> .	
<b>The authorized and designated representative of the employer is:</b>	
Name of employer:	Govan Mbeki Municipality
The address for receipt of communications is:	Govan Mbeki Municipality Horwood Street Secunda CBD Secunda 2302
Telephone:	(017) 620 6000
Facsimile:	N/A
Email:	<a href="mailto:billy.n@govanmbeki.gov.za">billy.n@govanmbeki.gov.za</a>
The project is:	<b>APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR PLANT, EQUIPMENT AND SPECIALISED VEHICLE HIRE FOR A PERIOD OF 36 MONTHS</b>
<p>Note :</p> <p>The location for the performance of the Project is <b>the municipal area of Govan Mbeki</b>. The service provider is required to provide the Service with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards. The service provider is required to obtain the employer's prior approval in writing before taking any of the following actions:</p> <ul style="list-style-type: none"><li>- Appointing subcontractors for the performance of any part of the services,</li><li>- Appointing key persons or personnel not listed by name in the contract data.</li><li>- Copyright of documents prepared for the project shall be vested with the employer.</li></ul>	

## PART 2 - DATA PROVIDED BY THE SERVICE PROVIDER

<b>The service provider is</b>	
Name	
Address	
Telephone:	
Facsimile:	
<b>The authorized and designated representative of the service provider is</b>	
Name	
The address for receipt of communications is	
Telephone	
Facsimile	
Email	
Address	

## C2 PRICING SCHEDULE

### C2.1 PRICING INSTRUCTIONS

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

Words/Abbreviation	Meaning
Example: M	Meter

- d) The rates to be inserted in the pricing schedule are to be full inclusive for the work described under the specification. Such rates shall cover all costs and expenses that may be required in and for the execution of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based, as well as overhead charges and profit.
- e) A rate is to be entered against each item in the Schedule of Fees and Disbursements. An item against which no rate is entered will invalidate your offer. Alterations must be acknowledged as per clause 2.11 of '1.3 STANDARD CONDITIONS OF TENDER'.
- f) All rates and sums of money quoted in the pricing schedule shall be in Rands and whole cents. Fractions of a cent shall be discarded.
- g) All travelling costs, accommodation, meals and other incidental costs are to be included in the time based costs.
- h) Provisional amounts shall only be expended on the specific instruction of the Employer.
- i) All prices and rates entered in the pricing schedule must be **exclusive of Value Added Tax (VAT)**.
- j) If registered VAT is should be added at below the schedule. If not VAT registered indicate zero or "-".
- k) Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
- l) In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- m) In cases of contract periods longer than 12 months and price adjustments is applicable, it will be based on CPI. If higher inflation is required indicate CPI + and number %.
- n) If the tender required firm (fixed prices) the amount indicated in Column D will be the tender amount.
- o) If the tender amount is payable at end of contract on delivery of goods and services, Scratch out total per month with N/A or "-".
- p) If the tender amount is based on rates (Column B), the tender will be awarded to the rate and the total contract amount will only be used for evaluation purposes.

q) Compulsory declaration of equipment. The below table, bidders is to indicate if the plant and equipment are owned or leased (letter of intent and certificates, proof of ownership attached):

Item:	Description:	Owned:	Lease :
1	6m <sup>3</sup> Tipper Truck		
2	10m <sup>3</sup> Tipper Truck		
3	18m <sup>3</sup> Tipper Truck		
4	24m <sup>3</sup> Tipper Truck		
5	Self-Propelled Steel Drum Roller		
6	Self-Propelled Mechanical Broom		
7	Asphalt Milling Machine (Team) – 19500Kg		
8	Asphalt Milling Machine (Team) – 32950Kg		
9	Pneumatic Roller		
10	Vibrating Roller – Steel drum		
11	Motor Grader		
12	Bulldozer		
13	Excavator		
14	Tractor with Slasher		
15	Lowbed		
16	Front-End– Loader (Digger Loader 4x4		
17	Water Tankers for construction (Sprinkler System		
18	Water Tankers (Portable Drinking Water		
19	Crane mounted Truck with Hydraulic Hoist		
20	Jetting and Vacuum Truck		
21	Backhoe Loader (4x4 TLB)		
22	Backhoe Loader (4x2 TLB)		
23	Vacuum Truck 8000 - 12500L		
24	Bulk Water Truck		
25	Asphalt Recycle / Reclaimer		
26	Asphalt Jetpatcher		
27	Skip Loader Truck		
28	8 Ton Flatbed Truck		
29	10 Ton Flatbed Truck		
30	Pedestrian Controlled Vibratory Roller		
31	Vibratory Plate Compactor		
32	Self-priming Pumps		
33	Refuse Compactor 21m3		
34	Cherry Picker (12m Aerial Hydraulic Platform)		

## C2.2 MBD 3.1 BID PRICE

### PURCHASES

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

Name of Bidder:.....	Bid Number: 8/3/1-26/2022
Closing Date: 20/02/2023	Closing Time: 12h00

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

#### 1. 6m<sup>3</sup> Tipper Truck

Min engine output 90Kw

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate (R)
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

#### 2. 10m<sup>3</sup> Tipper Truck

Min engine output 190Kw

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

#### 3. 18m<sup>3</sup> Tipper Truck

Min engine output 250Kw

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load	Units	Wet Rate

	Capacity	Per Hour	
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

#### 4. 24m<sup>3</sup> Tipper Truck

Min engine output 323Kw

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

#### 5. Self-Propelled Steel Drum Roller

Min engine output 85Kw

Drum Width 2 100mm

Operating Weight not less than 11 560 kg

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

#### 6. Self-Propelled Mechanical Broom

Min engine output 62Kw

Min Sweeping path 2 438mm

Fitted with a 10 micron high pressure suction filter

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			

Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 7. Asphalt Milling Machine (Team)

Min engine output 151Kw  
 Paving range 2.55m – 8 m (8'4"-26'4")  
 Operating Weight 19530kg  
 Be fitted with an hour meter  
 Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 8. Asphalt Milling Machine (Team)

Min engine output 151-522Kw  
 Operating Weight not less then 32950kg  
 Cutting Width 2 200mm  
 Cutting depth 320mm  
 Be fitted with an hour meter  
 Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 9. Pneumatic Roller

Min engine output 75Kw  
 Operating @ 11 Wheel compaction Width 2132 mm  
 Turning Radius 6455mm, inside turning Radius 3378mm  
 Operating Weight not less then 5300kg Wheel base Machine  
 11 Wheel with MAX Ballast 14900kg  
 Be fitted with an hour meter  
 Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate

Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 10. Vibrating Roller – Steel drum

Min engine output 75Kw

Operating Weight Mass 9000Kg

Drum Width 2100mm

Drum Diameter 1500mm

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 11. Motor Grader

Min engine output from 100 – 115 Kw

Operating Weight 11500 – 13600 Kg

Mould Board width 3.6m

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 12. Bulldozer

Min engine output from 100 – 140 Kw,

Min Engine Output 141 Kw – 180 Kw,

Min Engine Output 181 Kw – 230 Kw

Operating Weight 1500 – 20000kg,

Operating Weight 20001 – 27000 Kg,

Operating Weight 27001 – 36000 Kg

The bulldozers are to be fitted with hydraulically actuated blades and rippers.

Bulldozer blades should be either of the straight tilts cylinder type or the "C" frame and angle dozer type.

The top brace arms on the angle blade must be adjustable.

NB: Tractor must be equipped and suitable to operate in rocky conditions with a heavy duty hydraulically operated parallelogram type rear mounted ripper, suitable in all aspects for the tractor offered

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			

### 13. Excavator

Operating Weight from 11000 – 13500Kg (60 Kw)

Operating Weight from 13501 – 15000 Kg (70 Kw)

Operating Weight from 15001 – 17000 Kg (70 Kw)

Operating Weight from 170001 – 19500 Kg (70 Kw)

Operating Weight from 19501 – 21000 Kg (90 Kw)

Operating Weight from 21001 – 24000 Kg (100 Kw)

Operating Weight from 24001 – 27000 Kg (110 Kw)

Be equipped with a bucket capacity of not less than 0,3 m<sup>3</sup> heaped and capable of slewing 360°.

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			

### 14. Tractor with Slasher

Engine Power Output	Size	Gearbox power
30 – 45 kw	1.5 m heavy duty	60 kw
46 – 70 kw	1.5 m extra heavy duty	80 kw
30 – 45 kw	1.8 m heavy duty	60 kw
46 – 80 kw	1.8 m extra heavy duty	80 kw
50 – 80 kw	2.1 m extra heavy duty	80 kw

Worker sign boards along road.

Two workers with red flags and appropriate safety clothing to assist with the slashing of grass by the slasher.

Grass and shrubs to be cut to a maximum length of 50 mm.

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

TENDER NO.	8/3/1-26/2022				
BIDDER	WITNESS	EMPLOYER	WITNESS		

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			

### 15. Lowbed Transportation

Total Laden Mass
0-5 Tons
5-10 Tons
11-20 Tons

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per day	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			
Standing / Waiting time for Lowbed whilst waiting for machines in above towns			

### 16. Front-End- Loader (Digger Loader 4x4)

Min engine output from 60 Kw

Operating Weight 7000 Kg

Bucket Capacity 1.00m3

Digging Depth 4200mm

Lifting capacity 2750Kg

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			

Leandra			
Emzinoni			
Embalenhle			

### 17. Water Tankers for construction (Sprinkler System)

Min engine output from 180 Kw

10 000 Liter

water trucks must be equipped with a self-priming pump delivering at least ten liters per second.

The spray pattern must not exceed a 180° and the sprayers must be spaced so that a uniform deposit can be achieved over a total width of 5000mm at a discharge rate of at least 12 liters per second. (Maximum time to fill tank 9 minutes for 6000 liter tanker and 16 minutes for 10000 liter tanker)

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

### 18. Water Tankers (Portable Drinking Water)

Min engine output from 180 Kw

10 000 Liter

Fitted with essentials and sanitized for carrying drinking water

6 Taps on both sides with hoses

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

### 19. Crane mounted Truck with Hydraulic Hoist

Max Lifting Capacity 8000 Kg

Max Hydraulic Outreach 14.2m

Slewing Angle at 400-420°

Slewing Torque 3.8MT

Max Operating Pressure 300bar

Dead Weight Standard 3120kg

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

TENDER NO.	8/3/1-26/2022				
BIDDER	WITNESS	EMPLOYER	WITNESS		

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 20. Jetting and Vacuum Truck

Tank Volume 12500 L

Payload 12500 Kg

Pressure monitor for vacuum and high-pressure pumps

Suction capacity 3100m<sup>3</sup>/h with Max 0.85 bar continuous pressure

Pneumatic type suction and drain valve

Telescopic 360° suction boom with lifting angle of 45°, a reach of 2,95-4, 4m and operation from a central operation panel

Max. Air flow in m <sup>3</sup> /h	2100-3100 m <sup>3</sup> /h
Max. Air flow in cfm	2354 ft <sup>3</sup> /min
Max. Vacuum rate in %	85 %
Max. Vacuum rate in Hg	25.4
Max. Pressure in bar	0.8
Max. Pressure in p.s.i	11.6
Max. power kW	95
Max. power HP	127

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 21. Backhoe Loader (4x4 TLB)

Turbocharged, 4 Cylinder, water cooled, and diesel

Displacement 4.4L

Min Engine Output of not less than 72 Kw @ 2200 rpm

Operating Weight of not less than 7800 Kg

Loader end max. Payload 1850 Kg

Max digging Digging depth:4316 mm

2WD & 4WD: Electrical selection allows on the move changes

Drive: 4X4

Stick Extending, 4.3 m, Stick Extending, 4.9 m, Hoe Quick Coupler, Mechanical, Hoe Quick Coupler,

Hydraulic, Loader Quick Coupler, Hydraulic  
 Be fitted with an hour meter  
 Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 22. Backhoe Loader (4x2 TLB)

Turbocharged, 4 Cylinder, water cooled, and diesel  
 Displacement 4.4L  
 Min Engine Output of not less than 52.9 Kw @ 2200 rpm  
 Operating Weight of not less than 7529 kg  
 Max digging Digging depth:4241 mm  
 Drive: 4X2  
 Stick Extending, 4.3 m, Stick Extending, 4.9 m, Hoe Quick Coupler, Mechanical, Hoe Quick Coupler, Hydraulic, Loader Quick Coupler, Hydraulic  
 Be fitted with an hour meter  
 Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 23. Vacuum Truck

8000L  
 Cyclone Filtration  
 De-Watering valve  
 Vacuum pump air-cooled at 5300l/min and max vacuum at 0.85 bar.  
 Suction capacity 8200 or 12000l/min.  
 Be fitted with an hour meter  
 Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			

Leandra			
Emzinoni			
Embalenhlle			

## 24. Bulk Water Truck

8000 - 12500L

Pump: Gear Type, Hydraulic type water pump including hoses

Pumping: Piped up to pump water in and out of tanker

Suction and delivery hoses and fittings included

Galvanized trays to hold pipes

Strainer fitted

Filter: 1x3" Micron Anjet Water Filter

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			

## 25. Asphalt Recycle / Reclaimer Machine

Maximum Operating Weight 26700Kg

Cutting / Mixing Width 2438mm

Max Cutting / Mixing Depth 508mm

Min Gross Power Output 310Kw

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			

## 26. Asphalt Jetpatcher

Blower: heavy duty rotary positive displacement blower with direct drive and separate airline silencer Air compressor: twin piston

Hydraulic pump: direct mounted

Hydraulic oil tank: nominal 80-90 liter capacity with internal filter strainer and 10 micron filter on return line

Pressurized water tank: nominal 90-litre capacity for pressurized cleaning of delivery hoses or emulsion lines

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Pressurized emulsion tank: - 5 cuM unit – nominal 1500L

Pressure gauges and compressor relief valve in line. 50 mm dump valve

Pressurized kerosene tank: nominal 24 liters capacity pressurized for nozzle cleaning

Controls: full engine controls at rear of unit. Safety shut down for high temperature or low oil and blower overload.

Key stop.

Hydraulic controls at rear of hopper for conveyor. Throttle control at nozzle.

Heating: heat exchanger in emulsion line

Aggregate feed system: pneumatic jet-distributor with no moving parts. Aluminum nozzle and steel spray ring.

Aggregate hopper: nominal 5 cubic meter hopper with full-length conveyor and full length load carrier (capacity includes sand hopper if sand hopper option is required)

Placement boom: 3.4 meter boom with 310-degree operation. 4.3 meter placement hose

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenlle			

## 27. Skip Loader Truck

Min Engine Output not less than 125 Kw

Be fitted with a 2 wheel driven axle with a ratio of 22.42:1

Axle Capabilities:

Front 9 000kg, Rear 9 000 kg, Gross 18 000 kg

The Power Take off (PTO) control shall be fitted inside the cab enclosure in an easily accessible position to the driver and shall be air operated. An engine speed control that automatically engages on starting and disengages on completion of the parking cycle shall be fitted. The speed control shall keep the engine speed within the maximum and minimum range according to the hydraulic system manufacturer's specifications.

A low speed hydraulic pump shall be fitted suitable for the skip application.

The crane (booms) lifting capacity must not be less than 12 000kg from ground level. The crane controls boom arms, independent jack legs and tip hooks must be located under the body side rail behind the right hand side of the cab. Jack legs must be fitted with roller feet.

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenlle			

## 28. 8 Ton Flatbed Truck

7.2m Flatbed body with 4mm floor

Min engine Output 175Kw

Payload not less then 8000 Kg

Axle/Drive 4x2

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 29. 10 Ton Flatbed Truck

9.5 m Flatbed body with 4mm floor

Min engine Output of not less then 180Kw

Payload not less then 10500 Kg

Axle/Drive 4x2

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhle			

## 30. Pedestrian Controlled Vibratory Roller

Minimum drum width of not less than 450 mm

Be fitted with an hour meter

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			

Embalenhlle			
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### 31. Vibratory Plate Compactor

Minimum plate size of not less than 300 x 300 mm  
Be fitted with an hour meter

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			

### 32. Self-priming Pumps

A range of self-priming water pumps are required and are to have an outlet of not less than 50 mm and not greater than 200 mm  
Be fitted with an hour meter

Description:	Outlet Capacity	Units Per Hour / Day
Self-primingng pump		

### 33. Refuse Compactor 21m3

Min Engine Output not less then 243 Kw @2200 rpm

Fuel tank capacity not less then 310 L

GVM of not less then 28500 Kg

Six Speed full automatic (Allison Gearbox)

Bin Type: 240 litre per lifter

Tipping angle at" 45 degrees, rotary lift action

6X4 Chassis fitted with a 21m3 Refuse compactor body with Power Take off (PTO) control shall be fitted inside the cab enclosure in an easily accessible position to the driver. An engine speed control that automatically engages on starting and disengages on completion of the parking cycle shall be fitted. The speed control shall keep the engine speed within the maximum and minimum range according to the hydraulic system manufacturer's specifications.

Be fitted with an hour meter

Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			

Embalenhlle			
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### 34. Cherry Picker (12m Aerial Hydraulic Platform)

Min Engine Output not less then 158 Kw @2200 rpm  
Fuel tank capacity not less then 190 L  
GVM of not less then 11500 Kg  
Six Speed full automatic  
Superlift Maximum Working Height 12.5m  
Two man bucket 1280x850x1100mm deep  
Boom Swing 340°  
Manual Lever Controls  
Two way stabilizers (jacks) and booms  
Stabilizers (Jacks): One pair vertical  
Load body be steel (5mm thick)  
Safe stop RLS system includes remote start and shutoff support for truck PTO  
RPM control for PTO rev up configured for aerial platform  
Built in safety system for engaging and disengaging PTO safely  
Be fitted with an hour meter  
Be fitted reverse hooter, rotating orange beacon light and fire extinguisher

Town:	Load Capacity	Units Per Hour	Wet Rate
Secunda			
Bethal			
Evander			
Kinross			
Leandra			
Emzinoni			
Embalenhlle			

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

**NB:**

**ESCALATION OF PRICES SHOULD BE PER ANNUM AFTER 12 MONTHS OF THE CONTRACT, CALCULATED ON THE CPI IN RESPECT OF THE MONTH IN WHICH ESCALATION IS APPLIED (THE ANNIVERSARY MONTH).**

**ALLOCATION OF WORK WILL BE LIMITED TO THE AVAILABLE BUDGET**

**NO RATES WILL APPLY DURING THE RAINY DAY AND WHEN EQUIPMENT IS FAULTY**

**EQUIPMENT OLDER THEN 10 YEARS WILL NOT BE ACCEPTED. IF PLANT IS OLDER THEN 10 YEARS PROOF OF REFURBISHMENT MUST BE ATTACHED AND IS ROADWORTHY.**

**PAYMENTS STRICTLY ACCORDING TO HOUR METER (LOG BOOKS OR DAILY TIMESHEETS TO BE KEPT)**

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

## C3 SCOPE OF WORKS

### 1. INTRODUCTION AND BACKGROUND

The tender is for the plant, equipment hire, and specialized vehicle hire for Govan Mbeki Municipality.

The municipality is looking for suitably qualified service provider with equipments that are road worthy and in good condition to hire out plants and equipments on wet rate (provision of fuel by owner) operated by a licensed operator.

The plant should be able to work at any region or town of the municipality as per the instruction of an official and will be utilized for various service delivery programs within the municipality including but not limited to:

Grave digging and closing services by the Community Services,  
Maintenance to road infrastructure by Roads & Storm Water operations,  
Maintenance to water and Sewerage infrastructure by the Water and Sanitation,  
Maintenance to parks and open spaces,  
Removal of illegal Waste Dumping Maintenance.  
Maintenance of Landfill site Clearing of Septic tanks Provision of Portal water using water tankers.  
Transportation of heavy machinery  
Transportation of materials, e.g. tar, cement etc.  
Transportation of Waste Material.

The service provider should be able to provide shelter and accommodation to the plant as parking it at the municipal premises will be done at own risk and the municipality will not be liable for any damage that may occur.

Transportation cost to and from the site will be at owner's cost unless the municipality will move the plant that require transport from one region to another during the hiring period.

The municipality have the rights to return back plant that is not in good condition to work and no rate will apply when the weather is not suitable to work or when the plant was returned back.

A timesheet should be signed by the driver/operator and the municipal official before and after work has completed.

Only an hourly tariff, as a wet tariff, and dry rate (diesel supplied by bidder) transport costs to various areas must be stated. In some instances the municipality might not require a driver. The supplier must give a discounted rate of 10% for such instances.

Note: Bidder should have adequate insurance as the municipality will not be held liable for any damage / loss. Proof of insurance should be attached to this bid.

### 2. LOCATION OF WORKS

Govan Mbeki Municipality jurisdiction area.

### 3. INFORMATION THAT WILL BE PROVIDED BY THE MUNICIPALITY

Details of available fleet

### 4. KEY PERFORMANCE INDICATORS

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BIDDER	WITNESS	EMPLOYER		WITNESS	

## 5. PAYMENTS

Payment will be in accordance with the tendered pricing schedule and the Key Performance Indicators as indicated in the Terms of Reference. All prices should be inclusive of VAT. A valid tax invoice must be submitted by the 25 of each month with all mandatory information and reporting as indicated in the scope of work.

**N.B, Payment will not be processed without the submission of time sheets as indicated above.**

Payment will be made within 30 days from receipt of invoice by the finance department.

## 6. ELIGIBILITY CRITERIA

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

- 4.1 Tenderer receives the minimum required points for functionality (60)
- 4.2 Tenderer has the managerial capacity, reliability and experience regarding the nature of the tender.
- 6.3 The tenderer is not in arrears for more than 3 months with municipal rates and taxes and municipal service charges;
- 6.4 The tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and
- 6.5 The tenderer has not:
  - Abused the Employer's Supply Chain Management System; or
  - Failed to perform on any previous contract and has been given written notice to this effect.
  - It is considered that the performance of the services will not be compromised through any conflict of interest.)

## 7. MANDATORY INFORMATION TO BE SUBMITTED

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

## 8. JOINT VENTURES AND CONSORTIUMS

The following documents must be attached:

- Copy of Signed Joint Venture Agreement
- Combined Joint Venture BBBEE certificate / CIDB certificate
- Summary report of Central Supplier Database of JV

## 9. PERIOD OF TENDER

The period of the tender will be 36 months (one year)/once off but should work rendered be unsatisfactory the contract will be summarily terminated and a new contractor will be appointed.

## 10. SERVICE LEVEL AGREEMENT

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

## 11. ACCEPTANCE OF OFFER

The Municipality reserves the right not to award the tender or any part of the tender subject to the  
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		BIDDER	WITNESS	EMPLOYER	WITNESS

availability of budgetary funds.

The Municipality reserves a right to appoint more than one service provider to achieve the objective set out in this bid document.

The Municipality reserves the right to seek second opinion or give another service provider the vehicle to proceed with repairs in the absence of positive or progressive feedback or progress report for more than 30 days after receiving the vehicle/ machine for repairs.

## 12. **EVALUATION**

Tenders will be evaluated on functionality first. Only tenders who receives the minimum eligible points of 60 and above will be further evaluated on price and preference points.

## 13. **PENALTIES**

### **FOR LATE SUPPLY AND DELIVERY:**

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

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

If the above continues on regular basis the Department reserves the right to cancel the contract without giving a statutory one-month's notice and performance security of the concerned will be forfeited.

## 14. **VALIDITY PERIOD**

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

## **GENERAL CONDITIONS OF CONTRACT**

The General Conditions of Contract are not included in this document and may be downloaded from the following website – <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions>.

**ALL DOCUMENTS MUST BE ATTACHED HERE**

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BIDDER	WITNESS	EMPLOYER	WITNESS		