



THIS INVITING IS FOR SERVICE PROVIDERS REGISTERED ON THE CSD

REQUEST FOR QUOTATION

RFQ No.:	Contact Person:
BS/2022/RFQ670	Jack Serite
RFQ Issue Date:	Contact Details:
Request for quotation – 29 June 2022	011-805-9661
Closing Date: 12 July 2022 at 11:00	Jacks@bankseta.org.za
Description of services/products required:	
APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT THE BANKSETA's LIFESTYLE AUDIT	

Part A: Request for Quotation Documentation

- ✓ Cover Letter;
- ✓ Terms of Reference / Specifications;

Part B: Returnable Documents and Schedules:

- ✓ **Returnable Documents which must accompany the quotation**
 - BANKSETA will check the tax status of the service provider on the CSD report
 - CSD Master Registration report.
- ✓ **Returnable Forms which must accompany the quotation**
The forms must be fully completed, signed and dated appropriately (see annexure)
 - SBD 4: Declaration of Interest.
 - SBD 6.1

PLEASE NOTE:

- ✓ Supplier must be registered on the National Treasury Central Supplier database;
- ✓ The quotation must be on the supplier's letterhead;
- ✓ Quotations must be in accordance with the specifications, unless otherwise stipulated;
- ✓ Where applicable, the official pricing structure must be used. Should the allocated pricing page / information be insufficient, you may include an additional copy of the price page;
- ✓ Suppliers must complete all the Returnable Schedules and also submit all the Returnable Documents.
- ✓ The quotation must be valid for 60 days.

Enquiries with regard to specifications may be directed to:

Name: Jack Serite
Email : Jacks@bankseta.org.za

Telephone No: 011 805 9661

TENDER CLOSING		
CLOSING DATE	CLOSING TIME	MODE OF SUBMISSION
12 July 2022	11h00	Electronic pdf sent to: jacks@bankseta.org.za and scm@bankseta.org.za

1. BANKSETA BACKGROUND

The Banking Sector Education and Training Authority (BANKSETA) is the SETA for banking and alternative industry. It is a statutory body established through the Skills Development Act of 1998 as amended by the Skills Development Act, 26 of 2011 to enable its stakeholders to advance the national and global position of the banking and alternative banking sector. As guided by its mandate, the BANKSETA is as such an agent of transformation and seeks to promote employment equity and broad-based BEE through skills development.

For further details on the BANKSETA, visit www.bankseta.org.za and refer to the 2020 – 2021 annual report under media center/ publications/annual reports.

2. PURPOSE AND OBJECTIVES OF THE PROJECT

- 2.1. The BANKSETA seeks to appoint a service provider to conduct lifestyle audit on BANKSETA's staff.
- 2.2 The audit will be conducted on the following categories of levels.
The audit will be conducted on the following categories of levels.
 - 2.2.1 BANKSETA Managers and Executives (18 staff)
 - 2.2.2 Supply Chain Management staff (04 staff)
 - 2.2.3 Finance staff (03)
- 2.3 The overall intention of the Lifestyle audits within BANKSETA is to strengthen oversight of ethics, integrity, and discipline. The objectives of the Lifestyle audits are to determine whether
- 2.4 The staff members lifestyle is commensurate with his/her income.
- 2.5 Any **income** other than the individual's salary is received, and if so, whether this could cause a possible conflict in the staff members capacity as a BANKSETA official/ management / SCM Official/ Finance Official, and.
- 2.6 Any **interest** held by the BANKSETA official that represents a potential conflict or may interfere with his/her duties as a Member of the BANKSETA Management/SCM and/or Finance.

3. SCOPE OF WORK

- 3.1 lifestyle audits will consider all **public records** of individuals and must include but not limited to,
 - 3.1.1 Companies and Intellectual Property Commission (CIPS)
 - 3.1.2 Social Media records
 - 3.1.3 Court Records (civil matters cases)
 - 3.1.4 Deed Registry Office
 - 3.1.5 Vehicle ownership searches on eNATIS system
 - 3.1.6 Press and media searches
 - 3.1.7 Other related sources information
- 3.2 Review of information on **file at BANKSETA**.
 - 3.2.1 Employee Personal files
 - 3.2.1 Declaration of Interests and Annual Disclosures
 - 3.2.2 Approvals to perform Remunerative work outside of BANKSETA
 - 3.2.3 Other related BANKSETA records
 - 3.2.4 Prior audit reports and investigative reports (as appropriate)
- 3.3 Review of **private information** of the official such as:
 - 3.3.1 Bank records from 01 April 2020 to date
 - 3.3.2 Credit Bureau
 - 3.3.2 Other commercial database

5 COMPETENCY AND EXPERTISE REQUIREMENTS

- 5.1 The professional service provider (Audit/Forensic/Consulting firm) should have been in existence for at least three (3) years from the closing date of this RFQ. The service provider must clearly state this in its proposal. In addition, the CSD report should indicate that the company has been in existence for three years.
- 5.2 The organization responding should provide written references letters from clients (on the client's letterhead) related to Lifestyle Audits were performed in public sector from 1 March 2015 to date. The letters must
 - Be signed and dated
 - Show the contact's name, email address and/or telephone/ cellphone number
 - Be on client's letterhead
 - Should show the year service conducted
- 5.3 The team should consist of one (01) leader and a minimum of two (02) team members (two team members exclude a leader) with relevant experience in lifestyle audit. The CV indication experience and qualification at NQF level recognised should be submitted.

- 5.4 The provider should include a detailed project plan showing the different phases of the process/phases as follows.
- initiation phases
 - Planning
 - Execution
 - Reporting

5.4 DURATION OF THE CONTRACT

- 5.4.1 The duration of the contract is expected to be from the contract signing date by both parties for a period of nine (09) months. This period includes the issuing of the final report with applicable comments.

6. PRICING STRUCTURE

N.B: The Pricing Schedule must be completed as per the attached annexure A.

- 6.1 The quoted prices will remain fixed for the particular year of the contract.
- 6.2 The attached pricing sheets (Appendix A) must be completed in full. Failure to comply with be disqualified because it will be impractical to compare across all submissions. The BANKSETA will not entertain pricing adjustments after the signing of contract, and it is therefore important that all pricing elements are disclosed.
- 6.3 The pricing sheet should show VAT separately.
- 6.4 Sufficient detail should be included to enable the BANKSETA to fully understand the make-up of the overall pricing.
- 6.6 All pricing assumptions, excluded costs and estimated costs must be clearly documented. The BANKSETA assumes that the pricing document as supplied is complete and covers all costs associated with this project.

7. SUBMISSION REQUIREMENTS

- 7.1 Submission of the Request for quotation should be on PDF and via email as follows:

RFQ CLOSING		
CLOSING DATE	CLOSING TIME	MODE OF SUBMISSION
12 JULY 2022	11h00 am	Electronic pdf sent to: jacks@bankseta.org.za and scm@bankseta.org.za

8. ENQUIRIES/COMMUNICATION

Contact person for enquiries regarding the RFQ document:

Mr Jack Serite

Title: Specialist: Supply Chain Management Unit

Email: jacks@bankseta.org.za copy scm@bankseta.org.za

All clarifications or enquiries must be made in writing and received by the BANKSETA at least 3 working days before closing date of this RFQ. Telephonic requests for clarification will not be accepted.

9. RFQ EVALUATION/ADJUDICATION

Proposals will be evaluated in three phases:

- 9.1 Compliance/eligibility (Proposals that do not pass the compliance eligibility evaluation will be disqualified from participating in the next evaluation)
- 9.2 Technical/Functionality (Proposals that do not meet the minimum threshold indicated in clause 11 will not participate in the final evaluation)
- 9.3 Price and BBBEE Evaluation (Proposals will be appointed on the highest scores)

10. COMPLIANCE/ELIGIBILITY EVALUATION

Respondents who do not meet the requirements below **will be** immediately disqualified..

NB: (For Joint Venture (JV) submissions each partner to the JV must submit all documents listed below).

N.B All relevant forms/documents as prescribed by the PFMA Regulation: Framework for Supply Chain Management accompanying this document must be completed in full and signed where applicable by a duly authorized official of the primary contractor / bidder.

Item	Compliance/Eligibility Evaluation Criteria
1.	Submission of a proposal (response document)
2	Submission of the following fully completed and signed returnable documents: SBD 4 Declaration of interest SBD 6.1 Preference claim form
3.	The professional service provider (Audit/Forensic/Consulting firm) must have been in existence for at least three (3) years from the closing date of this RFQ. The service provider must clearly state this in its proposal. In addition, the CSD report should indicate that the company has been in existence for three years.
4	Submission of the service provider's Central Supplier Database report

11. FUNCTIONAL/TECHNICAL EVALUATION CRITERIA

The technical functionality will be evaluated as per the criteria contained in the table below:

CRITERIA	WEIGHTING/PERCENTAGE
11.1. Team Leader experience	30
The CV must demonstrate the number of projects that the team leader has in managing lifestyle audit projects	

<p>BANKSETA will evaluate as follows.</p> <ul style="list-style-type: none"> (a) less than 1 project completed in performing lifestyle audit = 0 points (b) 1 project completed in performing lifestyle audit = 1 Point (c) 2 projects completed in performing lifestyle audit = 2 Points (d) 3 projects completed in performing lifestyle audit = 3 Points (e) 4 projects completed in performing lifestyle audit = 4 Points (f) 5 or more projects in performing lifestyle audit = 5 Points <p>The service provider should provide the team leaders cv which clearly shows the number of Lifestyle Audits projects previously or currently managed.</p>	
<p>11.2 Team members experience</p>	<p>25</p>
<p>The CV of each member must show the number of projects that the team members have performed in regards to lifestyle audit. BANKSETA will evaluate as follows.</p> <p>The service provider should have a minimum of (02) two people proposed to be team members.</p> <p>The points will be awarded on team member's average number of projects experience in conducting lifestyle audit.</p> <ul style="list-style-type: none"> (a) less 1-project completed in performing lifestyle audit = 0 points (b) 1 project completed in performing lifestyle audit = 1 Point (c) 2 projects completed in performing lifestyle audit = 2 Points (d) 3 projects completed in performing lifestyle audit = 3 Points (e) 4 projects completed in performing lifestyle audit = 4 Points (f) 5 or more projects completed in performing lifestyle audit = 5 Points <p>The service provider should provide the team members cvs which clearly shows the number of Lifestyle Audits projects previously or currently performed.</p>	
<p>11.3. Company experience in conducting Lifestyle Audit</p>	<p>30</p>
<p>The organization responding must provide written references letters from clients) related to Lifestyle Audits were performed in public sector in any period from 1 March 2015 to date. The letters must</p> <ul style="list-style-type: none"> - Be signed and dated - Show contactable details (being contact's name, email address and/or telephone/ cellphone number) - Be on client's letterhead 	

<ul style="list-style-type: none"> - show the year service conducted - indicate clearly the type of service rendered as lifestyle audits <p>BANKSETA will evaluate as follows:</p> <ul style="list-style-type: none"> a) 1 reference letters= 1 points b) 2 reference letters = 2 points c) 3 reference letters = 3 points (d) 4 reference letters = 4 points (e) 5 reference letter and more = 5 points 	
11.4 Project Plan	15
<p>The provider should include a detailed project plan showing the different phases of the process/phases</p> <ul style="list-style-type: none"> (a) Initiation (scoping all resources) = Point 1 (b) Planning (detailing a road map) = Point1 (c) Execution/implementation = point 1 (d) Reporting = point 1 (e) Close out = point 1 <p>The service provider should submit a detailed plan showing all stages listed above for items 3.1, 3.2 and 3.3 per under scope of work paragraph. (Section 3) above.</p>	
TOTAL WEIGHTING/PERCENTAGE	100
MINIMUM WEIGHTING THRESHOLD TO PASS TECHNICAL/FUNCTIONAL EVALUATION	75

The minimum weighting threshold for technical / functional evaluation is 75. Any proposal scoring less than 75% or 75 weight will be disqualified from further evaluation.

12. FUNCTIONALITY WILL BE EVALUATED USING THE FOLLOWING FORMULA FOR EACH CRITERION:

$$Pf = (So/Ms) \times Ap$$

Where:

- Pf – is the percentage scored for functionality for the criteria under consideration.
- So – is the total score in points (from 1 to 5) of the criteria under consideration
- Ap – is the percentage allocated for functionality.
- Ms – is the maximum score possible per criteria which is equal to 5

12.1 Each technical /functional evaluation criterion shows how it will be evaluated out of a maximum of 5 points.

12.2 The score evaluated by BANKSETA is divided by 5 and then multiplied by the weight of the criterion to arrive at the percentage.

12.3 BANKSETA adds all the percentages from each criterion to arrive at the final total technical/functional percentage.

12.3 Any proposals not meeting a minimum threshold of 75 percentage or weighting on functionality will be disqualified from participating in the next evaluation.

13. Pricing will be evaluated using the following formula:

80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of bid /quotation under consideration.

Pt = Price of bid/quotation under consideration.

Pmin = Price of lowest acceptable bid/quotation.

14. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

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 (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

The points scored by a bidder in respect of the B-BBEE contribution will be added to the points scored for price to arrive at the overall score.

Points will be rounded off to the nearest 2 decimals.

If two or more tenders have scored equal total points, the contract will be awarded to the bidder scoring the highest number of points for the specified goals or B-BBEE contribution.

15. COMPLIANCE STATUS

15.1 The BANKSETA, before making an award, shall check on the central supplier

database (CSD) whether.

- (a) the bidder or any of its directors are not listed / indicated as from doing business with the public sector, and person prohibited. Should the CSD be incorrect the service provider may provide evidence in regard to this.
- (b) the bidder's tax status is compliant.
- (c) the bidders, its directors or management are not employees of the state. The service provider may also provide evidence that any employees of the state in their structures, have permission to do business with the state, as provided for in the legislation.

15.2 The BANKSETA will not award any proposals to service providers who do not comply with the above.

16 RFQ CONDITIONS

16.1 BANKSETA reserves the right to withdraw or amend terms of reference by notice in writing by advertising in the media in which the tender was originally advertised prior to the closing date.

16.2 BANK SETA reserves the right not to award this RFQ or to partially award the RFQ.

16.3 The cost of preparing the applications will not be reimbursed.

16.4 The BANKSETA reserves the right to conduct a due diligence (including site visits, capacity, assessment, and financial capability assessment) on short listed RFQ submitters before contracting.

16.5 BANKSETA reserves the right to verify the information submitted and request for further information during evaluation of the proposal.

16.6 BANKSETA shall not be liable for any direct, indirect, consequential or other losses or damages including loss of profit that may be incurred by any person including, but not limited to, an Applicant, Short Listed Applicant or Successful Applicant, or any director, officer or associated company thereof, as a result of any reliance on or use of information supplied in response to this tender or as a result of the tender process contemplated in this tender document.

16.7 BANKSETA makes no representations, undertakings, or warranties whatsoever to any person in respect of the tender or any information contained in the tender.

16.8 This tender is confidential and proprietary to BANKSETA and may not be used, reused, copied, or distributed for any purpose, other than in relation to the tender process, without BANKSETA's prior written consent.

- 16.9 POPIA - The Protection of Personal Information Act, ("POPIA") includes the right to protection against unlawful collection, retention, dissemination, and use of personal information. BANKSETA complies with POPIA in collecting, processing, and distributing of Personal Information, which include cooperation with the Regulator as provided for in the act.

17. REVIEW PROCESS

- 17.1 In order to evaluate and adjudicate proposals effectively, it is imperative that applicants submit responsive applications. To ensure an application will be regarded as responsive it is imperative to comply with all conditions pertaining to the application and to complete all the mandatory fields and questionnaires.
- 17.2 All applications duly lodged as per the submission requirements will be evaluated in accordance with the stipulated evaluation criteria.
- 17.3 All proposals will go through Evaluation Committee for evaluation on functionality.
- 17.4 The evaluation results from the tender evaluation committee will be tabled before the Bid Adjudication Committee (BAC). BAC will adjudicate the outcome before final approval.
- 17.5 The validity period of proposals is 90 days after closing.

18 JOINT VENTURE

- 18.1 In the case of a Joint Venture, the following will be Applicable:
- 18.2 Each JV Member must have a CSD report showing tax status and any other.
- 18.3 Submission of a signed Joint Venture Agreement by the JV Partners and attached to this RFQ document; and
- 18.4 Submission of a Joint Venture BBBEE Rating Certificate.

19. REASONS FOR REJECTION

- 19.1 Applicants shall not contact BANKSETA on any matter pertaining to the application from the time the application is closed to the time the application has been adjudicated. The results of the RFQ will be published by the BANKSETA on portal any other platform which was advertised. Any effort by an applicant to influence the evaluation, application comparisons or application award decisions in any matter, may result in rejection of the applicant concerned.
- 19.2 BANKSETA shall reject a submission if the applicant has committed a proven corrupt or fraudulent act in competing for a particular contract.

SBD4 BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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

- 2.2.1 If so, furnish particulars:

.....
.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

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

YES/NO

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, _____ the _____ undersigned,
(name)..... in submitting the
accompanying bid, do hereby make the following statements that I certify to be true
and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

SBD 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
- 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

1.2 Points for this bid shall be awarded for:

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

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

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

1.4 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.

1.5 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:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{or} & P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)
 \end{array}$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

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	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.1.1 If yes, indicate:

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

(*Tick applicable box*)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 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		
OR		
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 propriety
☐ 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 Total number of years the company/firm has been in business:.....

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

acknowledge that:

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

WITNESSES

1.

2.

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SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

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