



## INVITATION TO BID

<b>BID NUMBER:</b>	EKZNW 02/2025/26
<b>DESCRIPTION OF GOOD/SERVICE/WORK REQUIRED:</b>	SUPPLY, DELIVERY AND OFFLOADING OF CLEANING CHEMICALS & MATERIALS AT KZN WILDLIFE FOR A PERIOD OF FIVE (5) YEARS AS AND WHEN REQUIRED.
<b>COMPULSORY SITES BRIEFING SESSIONS DATE &amp; ADDRESS:</b>	<p>Date: 22 August 2025  Time: 11:00am  Venue: Cedara Auditorium-  1 Cedara Road, Cedara 3200,  KZN Department of Agriculture and Rural Development</p> <p>Note: Bidders are to download and bring completed printed documents with them to site so that the "OFFICIAL BRIEFING SESSION/SITE INSPECTION CERTIFICATE" (page 5) can be signed and stamped on site.</p>
<b>CLOSING DATE AND TIME:</b>	04 September 2025 11:00am
<b>BID VALIDITY PERIOD:</b>	120 calendar days (commencing from the Closing Date)
<b>BID DOCUMENTS DELIVERY ADDRESS:</b>	<p>Tenders/Bids Box  Ground Floor Entrance/ Main Reception  Ezemvelo KZN Wildlife, Head Office  Queen Elizabeth Park  No. 1 Peter Brown Drive  Montrose, Pietermaritzburg  3202</p> <p><b>NB: Bidders must submit both hard copies and electronic documents in the form of a USB.</b>  <b>Bidders must ensure that the envelopes containing bid documents are appropriately marked, clearly identifying the bid number, bid description, closing date and time, bidder contact person and contact details. Bidders must personally, or in the case of third-party delivery, i.e. Courier, ensure that the bid submission is deposited in the bid box marked "Tenders/Bids."</b></p>

<b>NAME OF BIDDER:</b>	
<b>BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED:</b>	R
<b>BID PRICE IN WORDS:</b>	<p>.....</p> <p>.....</p> <p>.....</p>
<b>BIDDERS SIGNATURE:</b>	

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## SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF BIDDING FORMS

PLEASE NOTE THAT THIS BID IS SUBJECT TO TREASURY REGULATION 16A ISSUED IN TERMS OF THE PUBLIC FINANCE MANAGEMENT ACT, 1999, THE KWAZULU-NATAL SUPPLY CHAIN MANAGEMENT POLICY FRAMEWORK, EZEMVELO KZN WILDLIFE SUPPLY CHAIN MANAGEMENT POLICY AND ALL OTHER PRESCRIPTS THAT REGULATE PUBLIC PROCUREMENT IN THE REPUBLIC OF SOUTH AFRICA.

1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and visa versa and with words importing the masculine gender shall include the feminine and the neuter.
2. Under no circumstances whatsoever may the bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies. Bidders are free to complete the bid documents electronically, as long as no changes are made to the terms and conditions of the bid document.
3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
4. **Bids submitted must be accurately completed. Bidders must ensure that all questions are answered. If questioned are “not applicable”, bidders must ensure that “N/A” is indicated in the relevant space. It is not permissible to leave blank spaces or unanswered questions. Bidders will only be considered if the bid document is accurately completed and accompanied by all relevant certificates and other necessary applicable information. Original signatures must appear on all relevant Sections of the bid document. Failure to comply with the same will invalidate your bid.**
5. Bids shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the bid documents.
6. Each bid shall be addressed in accordance with the directives in the bid documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the bid number and closing date indicated on the envelope. The envelope shall not contain documents relating to any bid other than that shown on the envelope. If this provision is not complied with, such bids may be rejected as being invalid.
7. All bids received in sealed envelopes with the relevant bid numbers on the envelopes are kept unopened in safe custody until the closing time of the bids.
8. A specific box is provided for the receipt of bids, and no bid found in any other box or elsewhere subsequent to the closing date and time of bid will be considered.
9. No bid sent through the post will be considered if it is received after the closing date and time stipulated in the bid documentation, and proof of posting will not be accepted as proof of delivery.
10. No bid submitted by telefax, telegraphic or other electronic means will be considered.
11. Bidding documents must not be included in packages containing samples. Such bids may be rejected as being invalid.
12. Any alteration made by the bidder must be initialed.
13. Use of correcting fluid is prohibited.
14. Bids will be opened in public as soon as practicable after the closing time of bid.
15. Where practical, prices are made public at the time of opening bids.
16. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.
17. **For compulsory briefing sessions - Bidders must ensure that during a briefing session, the certificate is stamped and signed, also ensure that the attendance register is signed. Failure to comply with any of these will result to disqualification.**

## REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE

1. In terms of the National Treasury Instruction Note, all suppliers of goods and services to the State are required to register on the Central Suppliers Database.
2. Prospective suppliers should self-register on the CSD website [www.csd.gov.za](http://www.csd.gov.za)
3. If a business is registered on the Database and it is found subsequently that false or incorrect information has been supplied, then the Ezemvelo KZN Wildlife may, without prejudice to any other legal rights or remedies it may have;
  - 3.1 cancel a bid or a contract awarded to such supplier, and the supplier would become liable for any damages if a less favorable bid is accepted or less favorable arrangements are made.
4. **The same principles as set out in paragraph 3 above are applicable should the supplier fail to request updating of its information on the Central Suppliers Database, relating to changed particulars or circumstances.**
5. IF THE SUPPLIER IS NOT REGISTERED AT THE CLOSING TIME OF BID, THE SUPPLIER WILL BE DISQUALIFIED AT THE BID EVALUATION PROCESS.

THIS IS TO CERTIFY THAT I (name of bidder/authorized representative) .....

WHO REPRESENTS (state name of bidder) .....CSD Registration

Number.....

AM AWARE OF THE CONTENTS OF THE CENTRAL SUPPLIER DATABASE WITH RESPECT TO THE BIDDER'S DETAILS AND REGISTRATION INFORMATION, AND THAT THE SAID INFORMATION IS CORRECT AND UP TO DATE AS ON THE DATE OF SUBMITTING THIS BID.

AND I AM AWARE THAT INCORRECT OR OUTDATED INFORMATION MAY BE A CAUSE FOR DISQUALIFICATION OF THIS BID FROM THE BIDDING PROCESS, AND/OR POSSIBLE CANCELLATION OF THE CONTRACT THAT MAY BE AWARDED ON THE BASIS OF THIS BID.

.....  
**SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE**

**DATE:** .....

# OFFICIAL BRIEFING SESSION/SITE INSPECTION CERTIFICATE

N. B.: THIS FORM IS ONLY TO BE COMPLETED WHEN APPLICABLE TO THE BID.

Site/Building/Institution Involved: \_\_\_\_\_

**BID No: EKZNW 02/2025/26.**

**SERVICE: SUPPLY, DELIVERY AND OFFLOADING OF CLEANING CHEMICALS & MATERIALS AT KZN WILDLIFE FOR A PERIOD OF FIVE (5) YEARS AS AND WHEN REQUIRED.**

This is to certify that (bidder's representative name) \_\_\_\_\_

On behalf of (company name) \_\_\_\_\_

Visited and inspected the site on \_\_\_\_/\_\_\_\_/\_\_\_\_ (date) and is therefore familiar with the circumstances and the scope of the service to be rendered.

**Signature of Bidder or Authorized Representative**  
(PRINT NAME)

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

**Name of Public Entity Representative**  
(PRINT NAME)

<b>Official stamp with signature</b>

## AUTHORITY TO SIGN A BID

The bidder must indicate the enterprise status by **TICKING (✓)** the appropriate box hereunder.

(I) CLOSE CORPORATIO N	(II) COMPANIES	(III) SOLE PROPRIETOR	(IV) PARTNERSHI P	(V) CO- OPERATIVE	(VI) JOINT VENTURE / CONSORTIUM	
					Incorporated	
					Unincorporated	

I/We, the undersigned, being the Member(s) of Cooperative/ Sole Owner (Sole Proprietor)/ Close Corporation/ Partners (Partnership)/ Company (Representative) or Lead Partner (Joint Venture / Consortium), in the enterprise trading as:

.....

hereby authorise Mr/Mrs/Ms .....

acting in the capacity of .....

whose signature is .....

to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

NAME	ADDRESS	SIGNATURE	DATE

*(If the space provided is not enough, a separate list should be attached)*

**Note:**

Members of the enterprise must complete this form in full according to the type of enterprise, authorising the signatory to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

**Note:** In a case of a Sole proprietor, a director may appoint himself/herself if they will be the one signing all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

## PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS OF THE EZEMVELO KZN WILDLIFE									
BID NUMBER:	EKZNW 02/2025/26	CLOSING DATE:	04 September 2025		CLOSING TIME:	11:00am			
DESCRIPTION	SUPPLY, DELIVERY AND OFFLOADING OF CLEANING CHEMICALS & MATERIALS AT KZN WILDLIFE FOR A PERIOD OF FIVE (5) YEARS AS AND WHEN REQUIRED.								
BID RESPONSE DOCUMENTS MUST BE DEPOSITED AT THE FOLLOWING ADDRESS:									
Tenders/Bids Box									
Ground Floor Entrance/ Main Reception Ezemvelo KZN Wildlife, Head Office Queen Elizabeth Park, No. 1 Peter Brown Drive, Montrose Pietermaritzburg, 3202									
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO					TECHNICAL ENQUIRIES MAY BE DIRECTED TO:				
CONTACT PERSON	Sthabiso Sithole				CONTACT PERSON	Carol Mnculwane			
TELEPHONE NUMBER	033 845 1225				TELEPHONE NUMBER	036 353 3718			
FACSIMILE NUMBER	n/a				FACSIMILE NUMBER	n/a			
E-MAIL ADDRESS	<a href="mailto:Sthabiso.Sithole@kznwildlife.com">Sthabiso.Sithole@kznwildlife.com</a>				E-MAIL ADDRESS	<a href="mailto:Caroline.Mnculwane@kznwildlife.com">Caroline.Mnculwane@kznwildlife.com</a>			
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									
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:				OR	CENTRAL SUPPLIER DATABASE No:	MAAA		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No				B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]									
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]				ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]		
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS									
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?							<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?							<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?							<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?							<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?							<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER.3 BELOW.									

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....



## PRICING SCHEDULE – FIRM PRICES (PURCHASES)

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

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

Name of bidder..... Signature of bidder: ..... Capacity under which this bid is signed: ..... Date: .....	Bid number EKZNW 02/2025/26 Closing date: 04 September 2025 Closing Time: 11:00am
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OFFER TO BE VALID FOR **120** CALENDER DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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Item no.	Product Description	Unit of Measure	Quantity	Price Per Unit Excl. Vat
<b>1.</b>	<b>KITCHEN</b>			
<b>1.1</b>	<b>Oven Cleaner</b> Degreaser Liquid - High Alkaline based oven cleaner, with grease cutters	25L	1	
<b>1.2</b>	<b>Chlorine sachets:</b> Biocide powder chlorine	100x6g	1	
<b>1.3</b>	<b>Dishwashing Liquid:</b> 20% Dishwashing Liquid (Green) - Biodegradable, citrus fragranced, high foaming neutral detergent for daily dish washing	25L	1	
<b>1.4</b>	<b>Pot Washer:</b> Concentrated liquid detergent for pots and pans	25L	1	
<b>1.5</b>	<b>Drain cleaner:</b> Enzyme Eco-friendly drain cleaner	5L	1	
<b>1.6</b>	<b>Stainless steel Shine:</b> For shining stainless steel, copper, and brass surfaces	5L	1	
<b>1.7</b>	<b>Dishwashing Liquid container:</b> Dishwash Push/Pull Red & Green (750ml x 10ea)	packet of 10	1	
<b>2</b>	<b>BATHROOM</b>			
<b>2.1</b>	<b>Disinfectant cleaner:</b> Toilet & bathroom cleaner - anti-bacterial multi-purpose cleaner. Fragrance – pine/citrus	25L	1	

Item no.	Product Description	Unit of Measure	Quantity	Price Per Unit Excl. Vat
2.2	<b>Pine Gel:</b> thick cleaning gel which sticks to vertical surfaces, Ideal for ablutions,	25L	1	
2.3	<b>Toilet bowl cleaner (Bowlrite or equivalent):</b> Acidic Toilet Bowl and Urinal Cleaner	25L	1	
2.4	<b>Air freshener (Lavender, cherry, sea breeze):</b> Air freshener for rooms and bathrooms A perfumed air freshener for use in a trigger spray bottle.	25L	1	
2.5	<b>Liquid odour control (Sanifresh or equivalent):</b> Toilets & urinals -is a bio-based cleaner and deodoriser that does not contain chemicals	5L	1	
2.6	<b>Grouting cleaner</b> <b>Acid free:</b> Best Grout Cleaner for Tile and Grout Cleaning, Acid-Free Safe Deep Cleaner & Stain Remover	5L	1	
2.7	<b>Toilet Scaler remover:</b> For the removal of uric acid and scale build up in toilet bowls and urinals. -effective water Descaler and lime scale eliminator	5L	1	
2.8	<b>Descaler Shower cleaner:</b> Deep cleaning for showers & inside kettles. A blend of strong surfactants and acids for cleaning of aluminum surfaces. Removes grime and phosphate deposits	25L	1	
2.9	<b>Hand soap Antibacterial:</b> for use in conventional liquid hand soap dispenser -with added moisturizers to leave your hands clean and fresh	25L	1	
2.10	<b>Thick Bleach:</b> Disinfectant, Soaking mops & cloths & surface cleaner (toilet & urinal)	25L	1	
2.11	<b>Deo Blocks:</b> Deodorize toilet & urinals	5kg	1	
3.	<b>ROOMS</b>			
3.1	<b>Floor sealer:</b> Polymer floor sealer gaps on the wooden floor	25L	1	
3.2	<b>Floor Cleaner:</b> An alkali multipurpose cleaner used for cleaning floors, tiles, and wall	25L	1	
3.3	<b>Floor stripper:</b> Remove dirt and floor polish water based ammoniated polymer stripper	25L	1	
3.4	<b>Floor polish:</b> Buffable floor polish (shinning & maintaining the floor) contains 15% buffable solids. Used to seal floor surfaces such as vinyl, linoleum, and rubber	25L	1	

Item no.	Product Description	Unit of Measure	Quantity	Price Per Unit Excl. Vat
3.5	<b>Furniture polish</b> Liquid furniture polish (shining & maintain furniture)	5L	1	
3.6	<b>Septic concentrated cleaner:</b> For on-going deep cleaning and odour control Non-toxic, non-corrosive, non-allergenic, 100% biodegradable; grey water safe	25L	1	
3.7	<b>Drain blockage powder (Buster or equivalent):</b> An alkali powder for opening blocked drains	20kg	1	
3.8	<b>Window cleaner:</b> For the cleaning of windows and including these surfaces: chrome, glass, and mirrors	25L	1	
3.9	<b>Carpet cleaner:</b> Carpet daily cleaner and stain remover	25L	1	
3.10	<b>Ammonia multi-purpose cleaner:</b> Multi-purpose cleaner Removes Dirt & Grime It's like (Handy Andy)	25L	1	
3.11	<b>Automatic insect spray:</b> Insect killer refill that uses our natural, organic, and biodegradable insect control solution	270 ml	1	
3.12	<b>Automatic air freshener:</b> Air freshener canister	175g or 269 ml	1	
3.13	<b>Automatic air dispenser:</b> Air freshener dispenser	175g or 269 ml	1	
3.14	<b>Brass Polish:</b> Brass and copper polish and cleaner	250ml	1	
3.15	<b>Green bar soap:</b> Green bar laundry soaps	250g	1	
3.16	<b>Rust Remover:</b> Contains no harsh acids laundry pre-spotter for rust stains	25L	1	
4.	<b>LAUNDRY</b>			
4.1	<b>Laundry powder:</b> Machine laundry powder Low foaming washing powder formulated for use in Automatic Washing Machines	25kg	1	
4.2	<b>Oxygen bleach powder:</b> Colour safe bleach Remove stubborn soil and stain from variety colours	25kg	1	
4.3	<b>Handwash liquid laundry detergent:</b> Detergent for handwashing mild stain remover	25L	1	
4.4	<b>Crockery Destainer:</b> Oxygen-Based Crockery Destainer	5kg	1	
4.5	<b>Spotting kit:</b> De-staining kit with chart, removal of a variety of stains (6ea x 500ml)	packet of 6	1	
4.6	<b>Liquid alkali booster:</b> Detergent booster to maintain original colour	25L	1	
4.7	<b>Grease remover (Solvex or equivalent):</b> A pre-soak for the removal of grease and oils from fabrics.	25L	1	

Item no.	Product Description	Unit of Measure	Quantity	Price Per Unit Excl. Vat
4.8	<b>Stain Remover (Stainex or equivalent):</b> removal of stubborn stains from fabric and for disinfecting in sluice machines Low foam Detainer	25L	1	
4.9	<b>Fugitive dye stripper:</b> Destainer [mud, ink, dye, etc.]	25kg	1	
4.10	<b>Liquid laundry softener:</b> Biodegradable Laundry Fabric Softener with Lasting Fragrance	25L	1	
5.	<b>SUB-TOTAL</b>			
6.	<b>VAT AT 15%</b>			
7.	<b>GRAND TOTAL (QUOTE PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)</b>			

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

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

\*\* "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

.....

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

3.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

4.1.1.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

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

4.2.1. If so, furnish particulars:  
.....  
.....

4.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:  
.....  
.....  
.....  
.....

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.

### 3 DECLARATION

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

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 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.

3.6 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.

3.7 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.

..... Signature	..... Date
..... Position	..... Name of bidder

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

## PREFERENTIAL PROCUREMENT REGULATIONS 2022

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

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

### 1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

- (a) The applicable preference point system for this tender is the 80/20 preference point system.
- (b) 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE OFFER	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a Bidder to submit proof or documentation required in terms of this Bid to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

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

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

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

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

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

Where:

$P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{min}$  = Price of lowest acceptable tender

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

#### 3.2.1. POINTS AWARDED FOR PRICE

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

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

Where:

$P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{max}$  = Price of highest acceptable tender

## 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be Report any Unethical Activity Without Fear of Victimization – Whistle Blow **0800 701 701** anytime



allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

80/20 preference point system is applicable, corresponding points must also be indicated as such. Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Weight	Number of points claimed (80/20 system) (To be completed by the tenderer)	Proof to be attached to substantiate points
At least 51% owned by black people who are women.	10		Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. The CSD report must be attached as a proof.
At least 51% owned by black people who are youth.	05		Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. The CSD report must be attached as a proof.
Geographical Location: Province of KwaZulu-Natal	05		Points will be allocated based on the supplier's preferred address as indicated on the CSD report. The CSD report must be attached as proof. Ezemvelo KZN Wildlife reserves the right to verify this information.

#### DECLARATION WITH REGARD TO COMPANY/SPV

2.1 Name of company/SPV.....

2.2 Company registration number: .....

#### 2.3 TYPE OF COMPANY/ FIRM

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

- ☐ Non-Profit Company
- ☐ State Owned Company

[Tick applicable box]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

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

## GENERAL CONDITIONS OF CONTRACT

### 1. Definitions

The following terms shall be interpreted as indicated:

- 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 "Day" means calendar day.
- 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
- 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.

- 1.17 “Local content” means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 “Project site,” where applicable, means the place indicated in bidding documents.
- 1.21 “Purchaser” means the organization purchasing the goods.
- 1.22 “Republic” means the Republic of South Africa.
- 1.23 “SCC” means the Special Conditions of Contract.
- 1.24 “Services” means that functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

## **2. Application**

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

## **3. General**

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

## **4. Standards**

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

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

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

6. The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

**7. Patent rights**

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

**8. Performance security**

8.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

8.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

8.3 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:

(a) A bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or

(b) cashier's or certified cheque

(i) The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**9. Inspections, tests and analyses**

9.1 All pre-bidding testing will be for the account of the bidder.

9.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.

9.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

9.4 If the inspections, tests and analyses referred to in Clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

9.5 Where the supplies or services referred to in Clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

9.6 Supplies and services which are referred to in Clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

9.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal, the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

9.8 The provisions of Clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

## **10. Packing**

10.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

10.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

## **11. Delivery and documents**

11.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

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

## **12. Insurance**

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

## **13. Transportation**

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

## **14. Incidental Services**

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

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

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

## **15. Spare parts**

15.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:

- (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
- (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

## **16. Warranty**

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

## **17. Payment**

- 17.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 17.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
- 17.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 17.4 Payment will be made in Rand unless otherwise stipulated in SCC.

## **18. Prices**

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

## **19. Contract amendments**

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

## **20. Assignment**

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

## **21. Subcontracts**

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

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

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

## **23. Penalties**

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

## **24. Termination for default**

- 24.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
  - (b) if the Supplier fails to perform any other obligation(s) under the contract; or
  - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 24.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered,



and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

- 24.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 24.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 24.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 24.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (a) the name and address of the supplier and / or person restricted by the purchaser;
  - (b) the date of commencement of the restriction
  - (c) the period of restriction; and
  - (d) the reasons for the restriction.
- These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.
- 24.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

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

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

## **26. Force Majeure**

- 26.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 26.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

## **27. Termination for insolvency**

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

## **28. Settlement of Disputes**

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

## **29. Limitation of liability**

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

## **30. Governing language**

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

## **31. Applicable law**

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

### **32. Notices**

- 32.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 32.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

### **33. Taxes and duties**

- 33.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 33.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 33.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

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

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

### **35. Prohibition of Restrictive practices**

- 35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 35.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.
- 35.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

### **The above General Conditions of Contract (GCC) are accepted by:**

<b>Name:</b>	
<b>Designation</b>	
<b>Bidder:</b>	
<b>Signature</b>	
<b>Date:</b>	

## SPECIFIC CONDITIONS OF CONTRACT

- a) Compliance With South African National Standards (SANS) and relevant Legislation
- All goods and services supplied under this contract must comply with applicable SANS, laws, Acts and its Regulations as listed below, but not limited to:
- i. Occupational Health and Safety Act, 1993 (Act No. 85 of 1993).
  - ii. Hazardous Chemical Substances Regulations, (Government Notice R1179 of 25 August 1995) and its amendments.
  - iii. National Health Act (No. 61 of 2003) and its regulations and amendments.
  - iv. National Environmental Management Act, 1998 (Act No.107 of 1998).
  - v. SANS 1828 Cleaning chemicals for use in the food industry.
- b) **Multiple award: Ezemvelo KZN Wildlife reserves the right to award contracts to a maximum of 3 bidders per item for the Supply, Delivery, and Offloading of Cleaning Chemicals & Materials at Ezemvelo KZN Wildlife over a period of five (5) years as required.**
- c) Brand names Wherever a brand name is specified in this bid document (i.e., in the specifications, pricing schedule or anywhere in this document), the Ezemvelo KZN Wildlife requirement is not limited to the specified brand name but requires an item similar/equivalent or better than specified.
- d) All prices must include VAT. If the bidder is not registered for VAT, do not include VAT in the price.
- e) Prospective bidders must quote all the items as per the pricing schedule – failure to comply will result in the bid being declared as non-responsive.
- f) **The supplier's prices for goods delivered under the contract must remain unchanged throughout the contracts duration, unless the purchaser requests price adjustments in accordance with the Consumer Price Index (CPI).**
- g) Successful tenderers will be expected to enter into a Service Level Agreement with Ezemvelo KZN Wildlife.
- h) Items shall meet the requirements of the specification.
- i) Bidders are required to submit a Readable Labelling of the chemical containers must stipulate
- j) The name of the product, Quantity of the content in the containers.
- k) Hazard and precautionary statements Chemical composition
- l) SABS trademark
- m) Only securely sealed containers will be accepted.
- n) The appointed Service provider(s) are expected to provide the material safety data sheets of each chemical that will be supplied to the Ezemvelo KZN Wildlife.
- o) The appointed service provider must collect all damaged, expired, and empty containers of the chemicals supplied to Ezemvelo KZN Wildlife and dispose the containers at an appropriate valid legal waste management facility.
- p) Records of safe disposal must be provided.
- q) The appointed Service Providers are expected to provide regular training sessions to staff.
- r) The training sessions must cover the safe use and storage of chemicals and must include posters.
- s) Goods will be requested by the entity as and when needed. An official purchase order will thus be issued after an official request is sent to the appointed service provider. The service provider must issue a formal quotation to the entity for the various items in accordance with the tendered rates.
- t) Turnaround time for the delivery of goods period of two weeks (fourteen working days) from the issue of a formal purchase order will be allowed for delivery.

- u) If the appointed supplier fails to deliver goods within the allotted time, EKZNW retains the right to take whichever steps are necessary to alleviate the situation. This may include the involvement of other suppliers or contractors, and the contractor will not have any claim because of the actions taken by EKZNW.
- v) On delivery All goods purchased will be subjected to inspection by EKZNW management
- w) The products must be properly packaged to ensure that they are protected from any form of damage.
- x) Penalty Clause (delivery of inferior quality materials): The delivery of inferior quality material will be returned at the cost of the supplier.

**Delivery Cost:**

- i. Only Department of Transport rates for delivery fees will be acceptable.
  - ii. If the bidder is outside KZN Province, Ezemvelo KZN Wildlife shall not be liable for delivery costs incurred by the bidder. Ezemvelo will only be liable to pay distance between entering KZN Province to the point of destination.
  - iii. Should the bidder come within the KZN Province, to supply and delivery of goods Ezemvelo will only be liable to pay distance between his/ her registered address/ point of destination.
  - iv. Deliveries to be made to the following address:  

QUEEN ELIZABETH PARK,  
01 Peter Brown Drive  
Montrose  
Pietermaritzburg, 3201
- x) Measures of performance will be further outlined and agreed upon in the Service Level Agreement and will be based on the following principles:
- I. Submit a delivery note for each delivery.
  - II. Send an invoice for goods delivered.
  - III. Outstanding items must be delivered within 7 days.
  - IV. Attend to all complaints and respond (Reactive Response to complaints).
  - V. Substandard products will be replaced at no additional cost to Ezemvelo.
  - VI. Penalties will be imposed on suppliers for failing to adhere to delivery and complaint timeline

DELIVERY PERIOD	NATURE OF COMPLAIN	PENALTY
14 Days	Late Delivery	5% After Seven (7) Calendar Days On Each Item Not Delivered

## PREVIOUS CONSUMPTION FOR THE PAST THREE FINANCIAL YEARS.

**NB:**

- **Previous consumption**

- The figures listed below represent actual orders per item from the past three (3) years. Ezemvelo KZN Wildlife does not guarantee that these quantities will be ordered under the new contract during the specified period; the numbers are provided solely to give bidders an overview of the order history.

- **Multiple award**

- Ezemvelo KZN Wildlife reserves the right to award contracts to a maximum of 3 bidders per item for the Supply, Delivery, and Offloading of Cleaning Chemicals & Materials at Ezemvelo KZN Wildlife over a period of five (5) years as required.

Item no.	Product Description	Unit of Measure	Quantity	Quantities Year 1	Quantities Year 2	Quantities Year 3
<b>1.</b>	<b>KITCHEN</b>					
<b>1.1</b>	<b>Oven Cleaner</b> Degreaser Liquid - High Alkaline based oven cleaner, with grease cutters	25L	1	200	220	150
<b>1.2</b>	<b>Chlorine sachets:</b> Biocide powder chlorine	100x6g	1	500	550	540
<b>1.3</b>	<b>Dishwashing Liquid:</b> 20% Dishwashing Liquid (Green) - Biodegradable, citrus fragranced, high foaming neutral detergent for daily dish washing	25L	1	1000	1100	800
<b>1.4</b>	<b>Pot Washer:</b> Concentrated liquid detergent for pots and pans	25L	1	200	220	300
<b>1.5</b>	<b>Drain cleaner:</b> Enzyme Eco-friendly drain cleaner	5L	1	500	550	800
<b>1.6</b>	<b>Stainless steel Shine:</b> For shining stainless steel, copper, and brass surfaces	5L	1	300	330	500
<b>1.7</b>	<b>Dishwashing Liquid container:</b> Dishwash Push/Pull Red & Green (750ml x 10ea)	packet of 10	1	1000	1100	1500
<b>2</b>	<b>BATHROOM</b>					
<b>2.1</b>	<b>Disinfectant cleaner:</b> Toilet & bathroom cleaner - anti-bacterial multi-purpose cleaner. Fragrance – pine/citrus	25L	1	500	550	570
<b>2.2</b>	<b>Pine Gel:</b> thick cleaning gel which sticks to vertical surfaces, Ideal for ablutions,	25L	1	1000	1100	1200
<b>2.3</b>	<b>Toilet bowl cleaner (Bowrite or equivalent):</b> Acidic Toilet Bowl and Urinal Cleaner	25L	1	250	275	280
<b>2.4</b>	<b>Air freshener (Lavender, cherry, sea breeze):</b> Air freshener for rooms and bathrooms A perfumed air freshener for use in a trigger spray bottle.	25L	1	1000	1100	1200
<b>2.5</b>	<b>Liquid odour control (Sanifresh or</b>	5L	1	500	550	400

Item no.	Product Description	Unit of Measure	Quantity	Quantities Year 1	Quantities Year 2	Quantities Year 3
	<b>equivalent):</b> Toilets & urinals -is a bio-based cleaner and deodoriser that does not contain chemicals					
2.6	<b>Grouting cleaner</b> <b>Acid free:</b> Best Grout Cleaner for Tile and Grout Cleaning, Acid-Free Safe Deep Cleaner & Stain Remover	5L	1	200	220	200
2.7	<b>Toilet Scaler remover:</b> For the removal of uric acid and scale build up in toilet bowls and urinals. -effective water Descaler and lime scale eliminator	5L	1	200	220	230
2.8	<b>Descaler Shower cleaner:</b> Deep cleaning for showers & inside kettles. A blend of strong surfactants and acids for cleaning of aluminum surfaces. Removes grime and phosphate deposits	25L	1	500	550	600
2.9	<b>Hand soap Antibacterial:</b> for use in conventional liquid hand soap dispenser -with added moisturizers to leave your hands clean and fresh	25L	1	1500	1650	1700
2.10	<b>Thick Bleach:</b> Disinfectant, Soaking mops & cloths & surface cleaner (toilet & urinal)	25L	1	1000	1100	1200
2.11	<b>Deo Blocks:</b> Deodorize toilet & urinals	5kg	1	1000	1100	900
3.	<b>ROOMS</b>					
3.1	<b>Floor sealer:</b> Polymer floor sealer gaps on the wooden floor	25L	1	150	180	280
3.2	<b>Floor Cleaner:</b> An alkali multipurpose cleaner used for cleaning floors, tiles, and wall	25L	1	250	275	290
3.3	<b>Floor stripper:</b> Remove dirt and floor polish water based ammoniated polymer stripper	25L	1	150	165	200
3.4	<b>Floor polish:</b> Buffable floor polish (shinning & maintaining the floor) contains 15% buffable solids. Used to seal floor surfaces such as vinyl, linoleum, and rubber	25L	1	1000	1100	900
3.5	<b>Furniture polish</b> Liquid furniture polish (shining & maintain furniture)	5L	1	1000	1100	900
3.6	<b>Septic concentrated cleaner:</b> For on-going deep cleaning and odour control Non-toxic, non-corrosive, non-allergenic, 100% biodegradable; grey water safe	25L	1	250	275	300

Item no.	Product Description	Unit of Measure	Quantity	Quantities Year 1	Quantities Year 2	Quantities Year 3
3.7	<b>Drain blockage powder (Buster or equivalent):</b> An alkali powder for opening blocked drains	20kg	1	150	165	140
3.8	<b>Window cleaner:</b> For the cleaning of windows and including these surfaces: chrome, glass, and mirrors	25L	1	100	140	200
3.9	<b>Carpet cleaner:</b> Carpet daily cleaner and stain remover	25L	1	50	55	40
3.10	<b>Ammonia multi-purpose cleaner:</b> Multi-purpose cleaner Removes Dirt & Grime It's like (Handy Andy)	25L	1	1000	1100	1000
3.11	<b>Automatic insect spray:</b> Insect killer refill that uses our natural, organic, and biodegradable insect control solution	270 ml	1	2000	2200	2400
3.12	<b>Automatic air freshener:</b> Air freshener canister	175g or 269 ml	1	2000	2200	2500
3.13	<b>Automatic air dispenser:</b> Air freshener dispenser	175g or 269 ml	1	500	550	400
3.14	<b>Brass Polish:</b> Brass and copper polish and cleaner	250ml	1	200	220	250
3.15	<b>Green bar soap:</b> Green bar laundry soaps	250g	1	3000	3300	3000
3.16	<b>Rust Remover:</b> Contains no harsh acids laundry pre-spotter for rust stains	25L	1	250	275	280
4.	<b>LAUNDRY</b>					
4.1	<b>Laundry powder:</b> Machine laundry powder Low foaming washing powder formulated for use in Automatic Washing Machines	25kg	1	1500	1650	2000
4.2	<b>Oxygen bleach powder:</b> Colour safe bleach Remove stubborn soil and stain from variety colours	25kg	1	500	550	600
4.3	<b>Handwash liquid laundry detergent:</b> Detergent for handwashing mild stain remover	25L	1	1000	1100	1500
4.4	<b>Crockery Destainer:</b> Oxygen-Based Crockery Destainer	5kg	1	250	275	300
4.5	<b>Spotting kit:</b> De-staining kit with chart, removal of a variety of stains (6ea x 500ml)	packet of 6	1	150	165	150
4.6	<b>Liquid alkali booster:</b> Detergent booster to maintain original colour	25L	1	250	275	280
4.7	<b>Grease remover (Solvex or equivalent):</b> A pre-soak for the removal of grease and oils from fabrics.	25L	1	250	275	280



Item no.	Product Description	Unit of Measure	Quantity	Quantities Year 1	Quantities Year 2	Quantities Year 3
4.8	<b>Stain Remover (Stainex or equivalent):</b> removal of stubborn stains from fabric and for disinfecting in sluice machines Low foam Detainer	25L	1	250	275	280
4.9	<b>Fugitive dye stripper:</b> Destainer [mud, ink, dye, etc.]	25kg	1	250	275	200
4.10	<b>Liquid laundry softener:</b> Biodegradable Laundry Fabric Softener with Lasting Fragrance	25L	1	1000	1100	1200

## **SPECIAL CONDITIONS OF BID**

### **1. INTRODUCTION**

This bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations 2022; the General Conditions of Contract (GCC) and the following applicable other Special Conditions of Contract.

### **2. CONTRACT PERIOD**

This contract shall be for a period of 5 years (60 months).

### **3. EVALUATION CRITERIA**

The evaluation process will be conducted in phase as follows:

#### **3.1 Stage 1: Compliance and completeness screening**

##### **i. Standard Bid documents:**

You are requested to complete and sign the below attached Compulsory Returnable Standard Bidding Document (SBD) Forms:

- a) Section M
  - Authority to Sign Tender
- b) Registration on the Central Supplier Database
- c) SBD 1: Invitation to Bid
  - Part A: Invitation to Bid
  - Part B: Terms and conditions of the bid
- d) SBD 3: Pricing Schedule
- e) SBD 4: Bidders Disclosure
- f) SBD 6.1 Preferential Procurement regulations 2022
- g) General conditions of contract

Failure to complete and sign the above Compulsory Returnable Standard Bidding Document (SBD) Forms shall result in the tender being considered non-responsive and rejected.

##### **ii. Compliance:**

- a) The bidder must be fully registered on the National Treasury Central Supplier Database (CSD) at the closing time of the bid.
- b) The bidder or any of its directors/shareholders 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.
- c) The bidder or any of its directors/shareholders are not restricted from doing business with government in terms of SCM Practice Note 05 of 2006.
- d) Forging of documents/certificates Ezemvelo KZN Wildlife has observed that prospective bidders are allegedly submitting fraudulent and forged documents when participating in tenders. Bidders are advised against committing fraudulent activities and creating forged documents. Ezemvelo KZN Wildlife will ensure compliance with this Act by reporting all offenders of the SCM system to the SAPS and registering them on the Register of Tender Defaulters as stipulated in section 29 of the Prevention and Combating of Corrupt Activities Act 12 of 2004. Offenders of the SCM system may face various penalties, including being barred from conducting business with any public institutions for a period not exceeding 10 years (see section 28 of this Act).

- e) For Compulsory briefing sessions, bidders must ensure that the certificate is stamped and signed during the session and the attendance register is signed as well.

Failure to comply with the above requirement will result in the tender being deemed non-responsive and rejected.

### 3.2 **Stage 2: Mandatory Requirements**

Bidders are to provide the required documents as per all mandatory requirements stipulated in this document.

**NOTE:** It is **MANDATORY** for the Bidder to submit relevant documentation in respect of the below and failure to do so will result in the bid being considered as incomplete and **THUS NOT BE CONSIDERED**.

No.	Requirements
1.	<p><b>Company Experience</b></p> <p>Provide (03) three reference letters from previous clients confirming the supply and delivery of goods valued at R300,000.00 or more.</p> <p>N.B Bidders to ensure that the reference letter include the following information from each client(s):</p> <ol style="list-style-type: none"><li>1. Client Name</li><li>2. Company letterhead or company stamp</li><li>3. Description of the services</li><li>4. Contract period</li><li>5. Contract value</li><li>6. Client contacts person</li><li>7. Contact details.</li><li>8. Feedback from client in providing similar services (supply and delivery of goods)</li></ol> <p><b>NB: Ezemvelo KZN Wildlife reserves the right to verify all reference letters submitted to confirm experience. Bidders who letters are not verifiable will be disqualified. It is the responsibility of bidders to ensure that contactable references are submitted together with the bid.</b></p>
2.	<p>The service provider must submit the <b>Material Safety Data Sheets (MSDS)</b> for all the cleaning chemicals and material that the bidder is bidding for on our pricing schedule.</p>

### 3.3 Stage 3: Price and preference

- The applicable preference point system for this tender is the 80/20 preference point system.
- Points shall be awarded for price is (80) and (20) for specific goals.
- The specific goals for the tender and points claimed are indicated per the table below:

POINTS FOR PRICE	SPECIFIC GOALS AND POINTS		PROOF TO BE ATTACHED TO SUBSTANTIATE POINTS
$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$ <p>Where:  Ps = Points scored for price of tender under consideration  Pt = Price of tender under consideration  Pmin = Price of lowest acceptable tender</p>	51% owned by Black people who are women.	10	Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. The CSD report must be attached as a proof.
	51% owned by Black people who are youth.	5	Points will be allocated based on the percentage of ownership per goal. Information will be verified on CSD. The CSD report must be attached as a proof.
	Geographical Location: Province of KwaZulu-Natal	5	Points will be allocated based on the supplier's preferred address as indicated on the CSD report. The CSD report must be attached as proof. Ezemvelo KZN Wildlife reserves the right to verify this information.

- Ezemvelo KZN Wildlife reserves the right to award contracts to a maximum of 3 bidders per item for the Supply, Delivery, and Offloading of Cleaning Chemicals & Materials at Ezemvelo KZN Wildlife over a period of five (5) years as required.

## COMPANY EXPERIENCE

The must complete the table below by listing 3 projects confirming the supply and delivery of goods valued at R300,000.00 or more accompanied by proof. The bidder may submit reference letters from their clients or complete the reference forms provided in the bid document as required.

No.	Name of the Institution.	Project Description.	Contact Person.	Project Value.	Contract Period.
1.					
2.					
3.					

**PROJECT 1**  
**REFERENCE FORM**

Bid description	SUPPLY, DELIVERY AND OFFLOADING OF CLEANING CHEMICALS & MATERIALS AT KZN WILDLIFE FOR A PERIOD OF FIVE (5) YEARS AS AND WHEN REQUIRED
Bid number	EKZNW 02/2025/26

Client Name	
Client Name Company letterhead or company stamp	
Contract period	
Contract value	
Client contacts person	
Contact details	
Feedback from client in providing similar services (supply and delivery of goods	

Would you consider / recommend this tenderer again:

YES	NO

Any other comments:

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My contact details are:

Telephone: \_\_\_\_\_ Cellophane: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus, signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2025

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Signature of Project Manager

COMPANY STAMP
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**PROJECT 2**  
**REFERENCE FORM**

Bid description	SUPPLY, DELIVERY AND OFFLOADING OF CLEANING CHEMICALS & MATERIALS AT KZN WILDLIFE FOR A PERIOD OF FIVE (5) YEARS AS AND WHEN REQUIRED
Bid number	EKZNW 02/2025/26

Client Name	
Client Name Company letterhead or company stamp	
Contract period	
Contract value	
Client contacts person	
Contact details	
Feedback from client in providing similar services (supply and delivery of goods	

Would you consider / recommend this tenderer again:

YES	NO

Any other comments:

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---

My contact details are:

Telephone: \_\_\_\_\_ Cellophane: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus, signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2025

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Signature of Project Manager

COMPANY STAMP
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**PROJECT 3**  
**REFERENCE FORM**

Bid description	SUPPLY, DELIVERY AND OFFLOADING OF CLEANING CHEMICALS & MATERIALS AT KZN WILDLIFE FOR A PERIOD OF FIVE (5) YEARS AS AND WHEN REQUIRED
Bid number	EKZNW 02/2025/26

Client Name	
Client Name Company letterhead or company stamp	
Contract period	
Contract value	
Client contacts person	
Contact details	
Feedback from client in providing similar services (supply and delivery of goods	

Would you consider / recommend this tenderer again:

YES	NO

Any other comments:

---

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My contact details are:

Telephone: \_\_\_\_\_ Cellophane: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus, signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2025

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Signature of Project Manager

COMPANY STAMP

**NOTE:**

NB: Ezemvelo KZN Wildlife reserves the right to verify all reference letters submitted to confirm experience. Bidders who letters are not verifiable will be disqualified. It is the responsibility of bidders to ensure that contactable references are submitted together with the bid.

\_\_\_\_\_  
Name of Tenderer

\_\_\_\_\_  
Signature of Tenderer

\_\_\_\_\_  
Date