

## REQUEST FOR TENDER

365891 ISSUE 1

YOU ARE HEREBY INVITED TO SUBMIT A TENDER FOR THE REQUIREMENTS OF PRETORIA METAL PRESSINGS A DIVISION OF DENEL SOC LTD

|   |  |
|---|--|
| <b>TENDER NUMBER:</b>   | 365891   |
| <b>CLOSING DATE:</b><br>Submission of the tender                            | 01/07/2026   |
| <b>CLOSING TIME:</b>  | 12:00 Noon   |
| <b>COMPULSORY BRIEFING:</b>   | None   |
| <b>CLOSING DATE FOR ENQUIRIES:</b>  | 24/06/2025   |
| <b>PERIOD FOR WHICH TENDERS ARE REQUIRED TO REMAIN OPEN FOR ACCEPTANCE:</b> | 90 Days  |
| <b>DESCRIPTION OF TENDER:</b>   | Supply and delivery of 99,995 Pure Zinc Ingots in accordance with specification document attached for a period of One (1) year.<br><br><i>A sample will be requested from the successful bidder for testing and acceptance to ensure compliance with the required specification.</i> |
| <b>TENDER DOCUMENTS DELIVERY ADDRESS:</b>                                   | 1 Ruth First Street<br>Lotus Gardens<br>Pretoria West  |
| <b>TENDER EMAIL ADDRESS:</b>  | <b>tenders@pmp.co.za</b>   |

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**PART A: INVITATION TO TENDER**

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**THE PURPOSE OF THIS RFT 365891 is to identify service provider who can supply Zinc Ingots according to the specification and functionality requirements for a period of One (1) year.**

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**PART A: INVITATION TO TENDER**

TENDERERS SHOULD ENSURE THAT TENDERS ARE DELIVERED TIMEOUSLY AND TO THE CORRECT ADDRESS (REFLECTED ON THE COVER PAGE OF THIS DOCUMENT). IF THE TENDER IS LATE, IT WILL NOT BE CONSIDERED FOR EVALUATION.

**The Tender box is open during the following hours (07:30 to 15:30) Monday to Thursday and 07:30 to 12:00 on Fridays.**

ALL TENDERS MUST BE SUBMITTED ON THIS DOCUMENT – **(NOT TO BE RE-TYPED)**

THIS TENDER IS SUBJECT TO THE GENERAL CONDITIONS OF CONTRACT (*Refer to Annexure L*) AND SPECIAL CONDITIONS SPECIFIED IN THIS RFT, WHICH ARE SET OUT IN PART C OF THIS DOCUMENT.

|  |
|--|
| THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR TENDER BEING DISQUALIFIED). |
|--|

**INVITATION TO BID**
**SBD1**

|   |   |               |  |  |                  |
|---|---|---------------|--|--|------------------|
| <b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>  |   |               |  |  |                  |
| BID NUMBER:   | 366891  | CLOSING DATE: | 01/07/2026   | CLOSING TIME:  | 12: Noon SA Time |
| DESCRIPTION   | Supply and delivery of 99,995 Pure Zinc Ingots in accordance with specification document attached for a period of One (1) year. |               |  |  |                  |
| <b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>  |   |               |  |  |                  |
| Denel PMP Main Admin Reception  |   |               |  |  |                  |
| 1 Ruth First Street Lotus Gardens   |   |               |  |  |                  |
| Pretoria West   |   |               |  |  |                  |
| <b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>   |   |               | <b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>                           |  |                  |
| CONTACT PERSON  | Reneilwe Mojela   |               | CONTACT PERSON   | A Nel  |                  |
| TELEPHONE NUMBER  | +27 87 356 1332   |               | TELEPHONE NUMBER   | +27 12 318 1016  |                  |
| FACSIMILE NUMBER  |   |               | FACSIMILE NUMBER   |  |                  |
| E-MAIL ADDRESS  | reneilwe.mojela@pmp.co.za   |               | E-MAIL ADDRESS   | annelise.nel@pmp.co.za   |                  |
| <b>SUPPLIER INFORMATION</b>   |   |               |  |  |                  |
| NAME OF BIDDER  |   |               |  |  |                  |
| POSTAL ADDRESS  |   |               |  |  |                  |
| STREET ADDRESS  |   |               |  |  |                  |
| TELEPHONE NUMBER  | CODE  |               | NUMBER   |  |                  |
| CELLPHONE NUMBER  |   |               |  |  |                  |
| FACSIMILE NUMBER  | CODE  |               | NUMBER   |  |                  |
| E-MAIL ADDRESS  |   |               |  |  |                  |
| VAT REGISTRATION NUMBER   |   |               |  |  |                  |
| SUPPLIER COMPLIANCE STATUS  | TAX COMPLIANCE SYSTEM PIN:  |               | OR   | CENTRAL SUPPLIER DATABASE No:  | MAAA             |
| B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE  | TICK APPLICABLE BOX]<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No  |               | B-BBEE STATUS LEVEL SWORN AFFIDAVIT                                      | [TICK APPLICABLE BOX]<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No                |                  |
| <b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b> |   |               |  |  |                  |
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?   | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES ENCLOSE PROOF]  |               | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES, ANSWER THE QUESTIONNAIRE BELOW] |                  |
| <b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>   |   |               |  |  |                  |
| 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?  YES  NO  
IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

## PART B TERMS AND CONDITIONS FOR BIDDING

### 1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

### 2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO 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 /
- 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:

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**PART B: CHECKLIST OF COMPULSORY RETURNABLE SCHEDULES AND DOCUMENTS**

Please adhere to the following instructions:

1. Tick in the relevant block below
2. Ensure that the following documents are completed and signed where applicable:
3. Use the prescribed sequence in attaching the annexures that complete the Tender Document

**NB: Should all of these documents not be included; the Tenderer may be disqualified on the basis of non-compliance.**

**YES      NO**

           One (1) original copy and One (1) Electronic copy on Memory Stick for Qualifying and Functionality Evaluations - (clearly marked as original).

           One (1) original copy and One (1) Electronic copy on Memory Stick for Price and Preferential points.

**Each submission must be divided and enclosed into two separate envelopes, one (1) envelope for Qualifying and Functional Evaluations and the other one for Price and Preferential Points (Annexure “A”).**

           **Part A:** Invitation to Tender (with a signature of an authorised representative of the Tenderer)

           **Part C:** Specifications, Conditions of tender and Undertakings by Tenderer (with a signature of an authorised representative of the Tenderer)

           **Annexure A:** Schedule of Rates/Price Proposal **(If applicable)**

           **Annexure D:** SBD 4 Declaration of Interest

           **Annexure E:** SBD6.1 and B-BBEE status level certificate

           **Annexure K:** Supporting documents in response to Mandatory Criteria /Requirements

           **Annexure L:** General Conditions of Contract

           **Annexure N:** Recent references and transactions the Tenderer has handled as specified in this document **(If applicable)**

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## PART C: SPECIFICATIONS, CONDITIONS OF TENDER AND UNDERTAKINGS BY TENDERER

### 1. DEFINITIONS

In this Request for Proposals, unless a contrary intention is apparent:

- 1.1 **B-BBEE** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act, 2003 (Act No 53 of 2003);
- 1.2 **B-BBEE Act** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No 53 of 2003);
- 1.3 **B-BBEE status level** means the B-BBEE status received by a measured entity based on its overall performance used to claim points in terms of Regulation 6 and 7 of the Preferential Procurement Regulations, 2022;
- 1.4 **Business Day** means a day which is not a Saturday, Sunday or public holiday;
- 1.5 **Tender** means a written offer in the prescribed or stipulated form lodged by a Tenderer in response to an invitation in this Request for Tender("RFT"), containing an offer to provide goods, works or services in accordance with the Specification as provided in this RFT;
- 1.6 **Tenderer** means a person or legal entity, or an unincorporated group of persons or legal entities that submit a Tender;
- 1.7 **Companies Act** means the Companies Act, 2008 (Act No 71 of 2008);
- 1.8 **Compulsory Documents** means the list of compulsory schedules and documents set out in Part B;
- 1.9 **Closing date and time** means the Date and time, specified as such under the Clause 3 (Tender Timetable) in this Part C, by which Tenders must be received;
- 1.10 **Pretoria Metal Pressings a Division of Denel SOC** means Pretoria Metal Pressings a Division of Denel SOC Ltd, a state-owned company with registration number: 1992/001337/30) or any of its Divisions and Subsidiaries;
- 1.11 **Evaluation Criteria** means the criteria set out under the Clause 32 (Evaluation Process) of this Part C, which includes the Mandatory Criteria, Functional Criteria (Stage1) and Price and Preferential Points (Stage 2) Assessment;
- 1.12 **Functional Criteria** means the criteria set out in clause 32.2 referring to the qualify specification of the in accordance with the relevant standards. Refer to Part C of this document;
- 1.13 **Includes or including** means includes or including without limitation;
- 1.14 **Intellectual Property Rights** means all rights, title and interests in and to any creation of the mind that is capable of being protected by statute or through common law including, but not limited to, Copyright, Designs, Know-how, Patents and Trademarks and any other ensuing Intellectual Property Rights and interests of a similar nature whether registerable or not;
- 1.15 **NKP** means an area declared as a National Key Point area in terms of the National Key Point Act, 1980 (Act No 102 of 1980) as amended;
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- 1.16 **PFMA** means the Public Finance Management Act, 1999 (Act No 1 of 1999), as amended;
- 1.17 **PPPFA** means the Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000) as amended;
- 1.18 **PPPFA Regulations** means the Preferential Procurement Regulations 2022, published in terms of the PPPFA;
- 1.19 **Price and Preferential Points Assessment** means the process as prescribed by the PPPFA.
- 1.20 **Rand or R** is a reference to the lawful currency of the Republic of South Africa;
- 1.21 **Request for Tender or RFT** means this document (comprising each of the parts identified under Part A, Part B, Part C and Part D) including all annexures and any other documents so designated by Pretoria Metal Pressings a Division of Denel SOC;
- 1.22 **SARS** means the South African Revenue Service;
- 1.23 **Services** means the services required by Pretoria Metal Pressings a Division of Denel SOC, as specified in this RFT Part D;
- 1.24 **SLA** means Service Level Agreement that will be concluded between Pretoria Metal Pressings a Division of Denel SOC and successful Tenderer;
- 1.25 **SOC** means State Owned Company, as defined by the Companies' Act;
- 1.26 **Specification** means specification or description of Pretoria Metal Pressings a Division of Denel SOC's requirements contained in this RFT;
- 1.27 **State** means the Republic of South Africa;
- 1.28 **Tendering Process** means the process commenced by the issuing of this Request for Tenders and concluding upon formal announcement by Pretoria Metal Pressings a Division of Denel SOC of the selection of a successful Tenderer(s) or upon the earlier termination of the process;
- 1.29 **Website** means a website administered by Pretoria Metal Pressings a Division of Denel SOC under its name with web address [www.Pretoria Metal Pressings a Division of Denel SOC.co.za](http://www.PretoriaMetalPressingsaDivisionofDenelSOC.co.za);

**Note:** The term SLA and Contract are used interchangeably in this document.

## 2. TENDER OFFICE

PRETORIA METAL PRESSINGS A DIVISION OF DENEL SOC – Procurement

**For any technical enquiries, kindly forward your queries to the email [Annelise.nel@pmp.co.za](mailto:Annelise.nel@pmp.co.za)**

No questions will be answered telephonically.

**Pretoria Metal Pressings a Division of Denel SOC will not be held liable/responsible in the event that Tenderers do not view responses to questions/queries/comments which were posted on the e-Tender portal.**

**No canvassing of any Pretoria Metal Pressings a Division of Denel SOC employee will be tolerated and that will result in an immediate disqualification of the Tenderer.**

## 3. TENDER TIMETABLE

This timetable is provided as an indication of the timing of the tender process. Tenderers are to submit Tenders that will allow achievement of the intended commencement date.

| Activity   | Date   |
|--|--|
| Advertisement of tender                                | 10/06/2026   |
| RFT document available                                 | On <a href="http://www.etender.gov.za">www.etender.gov.za</a> <a href="http://www.denel.co.za">www.denel.co.za</a> |
| Closing date and time                                  | 01/07/2026<br>12:00 Noon SA time   |
| Intended completion of evaluation of tenders           | 30/07/2026   |
| Intended formal notification of successful Tenderer(s) | 01/08/2026   |
| Signing of Service Level Agreement                     | 14/08/2026   |
| Effective date   | 01/08/2026   |

#### 4. SUBMISSION OF TENDERS

4.1 Hardcopies and electronic copies on Memory Stick of Tenders are to be submitted to:

|  |   |
|--|---|
| Physical Address of Tender Box   | 1 Ruth First Street Lotus Gardens<br>Main Admin Building Reception  |
| Hours of access to Tender Box  | Monday to Thursdays 07:30 to 15:30 and<br>07:30 to 12:30 on Fridays |
| Information to be marked on package containing Tender Envelope System<br>Indicate whether each envelope pertains to<br><b>Envelope 1:</b> 'Qualifying and Functional Evaluation' and<br><b>Envelope 2:</b> 'price and preference points' | Tender Number<br>Closing Date                                       |

**Note:** Return address must be reflected at the back of the package containing the tender.

Kindly ensure all submissions are duly authorised. If the Tenderers are submitting more than one (1) Tender regarding the functions explained in the cover page and Part D of this RFT, then these should be submitted as separate submissions and indicated on the cover page of the Tender.

4.2 Tenderers are requested to initial each page of the tender document on the bottom right hand corner.

#### 5. RULES GOVERNING THIS RFT AND THE TENDERING PROCESS

5.1 Participation in the tender process is subject to compliance with the rules, terms and conditions contained in Part C of this RFT.

5.2 All persons (irrespective of whether they are participants in this tender process) who obtained or received this RFT may only use it, and the information contained herein, in compliance with the rules, terms and conditions contained in this RFT.

5.3 All Tenderers are deemed to accept the rules, terms and conditions contained in Part C of this RFT.

5.4 The rules, terms and conditions contained in this RFT apply to:

5.4.1 The RFT and any other information given, received, or made available about this RFT, and any revisions or annexures;

5.4.2 The Tendering Process; and

5.4.3 Any communications (including any briefings, presentations, meetings, and negotiations) relating to the RFT or the Tendering Process.

## 6. STATUS OF REQUEST FOR TENDER

This RFT is an invitation for person(s) to submit a Tender(s) for the provision of the services as set out in the Specification contained in Part D of this RFT. Accordingly, this RFT must not be construed, interpreted, or relied upon, whether expressly or implicitly, as an offer capable of acceptance by any person(s), or as creating any form of contractual, promissory, or other rights. No binding contract or other understanding for the supply of products/services will exist between Pretoria Metal Pressings a Division of Denel SOC and any Tenderer unless and until Pretoria Metal Pressings a Division of Denel SOC has executed a formal written contract with the successful Tenderer.

## 7. ACCURACY OF THE RFT

- 7.1 Whilst all due care has been taken in connection with the preparation of this RFT, Pretoria Metal Pressings a Division of Denel SOC makes no representations or warranties that the content in this RFT or any information communicated to or provided to Tenderers during the Tendering Process is, or will be, accurate, current or complete. Pretoria Metal Pressings a Division of Denel SOC, and its officers, employees and advisors will not be liable with respect to any information communicated which is not accurate, current or complete.
- 7.2 If a Tenderer finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in this RFT or any other information provided by Pretoria Metal Pressings a Division of Denel SOC (other than minor clerical matters), the Tenderer must promptly notify Pretoria Metal Pressings a Division of Denel SOC in writing of such discrepancy, ambiguity, error or inconsistency in order to afford Pretoria Metal Pressings a Division of Denel SOC an opportunity to consider what corrective action is necessary (if any).
- 7.3 Any actual discrepancy, ambiguity, error or inconsistency in this RFT or any other information provided by Pretoria Metal Pressings a Division of Denel SOC will, if possible, be corrected and provided to all Tenderers without attribution to the Tenderer who provided the written notice.

## 8. ADDITIONS AND AMENDMENTS TO THE RFT

- 8.1 Pretoria Metal Pressings a Division of Denel SOC reserves the right to change any information in, or to issue any addendum to this RFT before the Closing Date and Time. Pretoria Metal Pressings a Division of Denel SOC and its officers, employees and advisors will not be liable in connection with either the exercise of, or failure to exercise this right.
- 8.2 If Pretoria Metal Pressings a Division of Denel SOC exercises its right to change information in terms of Clause 8.1, it may seek amended Tenders from all Tenderers.

## 9. REPRESENTATIONS

No representations made by or on behalf of Pretoria Metal Pressings a Division of Denel SOC in relation to this RFT will be binding on Pretoria Metal Pressings a Division of Denel SOC unless that representation is expressly incorporated into the contract ultimately entered into between Pretoria Metal Pressings a Division of Denel SOC and the successful Tenderer.

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## 10. CONFIDENTIALITY

All persons (including all Tenderers) obtaining or receiving this RFT and any other information about this RFT or the Tendering Process must keep the contents of the RFT and other such information confidential, and not disclose or use the information except as required for the purpose of developing a Tender in response to this RFT.

## 11. UNAUTHORISED COMMUNICATIONS

- 11.1 Communication (including promotional or advertising activities) with staff of Pretoria Metal Pressings a Division of Denel SOC or their Pretoria Metal Pressings a Division of Denel SOC assisting with the Tendering Process is not permitted during the Tendering Process. Nothing in this Clause 11 is intended to prevent communications with staff of, or advisors to, Pretoria Metal Pressings a Division of Denel SOC to the extent that such communication is not related to this RFT or the Tendering Process.
- 11.2 Tenderers must not otherwise engage in any activities that may be perceived as, or that may have the effect of, influencing the outcomes of the Tendering Process in any way.

## 12. IMPROPER ASSISTANCE, FRAUD AND CORRUPTION

- 12.1 Tenderers may not seek or obtain the assistance of employees of Pretoria Metal Pressings a Division of Denel SOC in the preparation of their tender responses.
- 12.2 Pretoria Metal Pressings a Division of Denel SOC may in its absolute discretion, immediately disqualify a Tenderer that it believes has sought or obtained such improper assistance.
- 12.3 Tenderers are to be familiar with the implications of contravening the Prevention and Combating of Corrupt Activities Act, 2004 and any other relevant legislation.
- 12.4 Any improper communication, canvassing, or engagement with any Pretoria Metal Pressings a Division of Denel SOC people/person/representative will result in immediate disqualification from the RFT process

## 13. ANTI-COMPETITIVE CONDUCT

- 13.1 Tenderers and their respective officers, employees, agents, and advisors must not engage in any collusion, anti-competitive conduct or any other similar conduct with any other Tenderer or any other person(s) in respect of this Tendering Process, including during the:
- a. Preparation or lodgement of their tender;
  - b. Evaluation and clarification of their tender; and
  - c. Negotiations with Pretoria Metal Pressings a Division of Denel SOC.

- 13.2 For the purposes of this Clause 13, collusion, anti-competitive conduct or any other similar conduct may include disclosure, exchange, and clarification of information whether or not such information is confidential to Pretoria Metal Pressings a Division of Denel SOC or any other Tenderer or any other person or organisation.
- 13.3 In addition to any other remedies available to it under law or contract, Pretoria Metal Pressings a Division of Denel SOC may, in its absolute discretion, immediately disqualify a Tenderer that it believes has engaged in any collusive, anti-competitive conduct or any other similar conduct during or before the Tendering Process.

#### **14. COMPLAINTS ABOUT THE TENDERING PROCESS**

- 14.1 Any complaint about the RFT or the Tendering Process must be submitted to the Tender Office via the Tender Response email address, by email only, immediately upon the cause of the complaint arising or becoming known to the Tenderer.
- 14.2 The written complaint must set out:
- 14.2.1 the basis for the complaint, specifying the issues involved;
  - 14.2.2 how the subject of the complaint affects the organisation or person making the complaint;
  - 14.2.3 any relevant background information; and
  - 14.2.4 the outcome desired by the person or organisation making the complaint.
- 14.3 If the matter relates to the conduct of an employee of Pretoria Metal Pressings a Division of Denel SOC, the complaint should be addressed in writing marked for the attention of the Chief Executive Officer of Pretoria Metal Pressings a Division of Denel SOC, and delivered to the physical address of Pretoria Metal Pressings a Division of Denel SOC, as notified.

#### **15. CONFLICT OF INTEREST**

- 15.1 A Tenderer must ensure that its officers, employees, agents and advisors do not place themselves in a position that may give rise to actual, potential or perceived conflict of interest between the interests of Pretoria Metal Pressings a Division of Denel SOC and the Tenderer's interests during the Tender Process.
- 15.2 The Tenderer is required to provide details of any interests, relationships or clients which may or do give rise to a conflict of interest in relation to the supply of the products/services under any contract that may result from this RFT. If the Tenderer submits its Tender and a subsequent conflict of interest arises, or is likely to arise, which was not disclosed in the Tender, the Tenderer must notify Pretoria Metal Pressings a Division of Denel SOC immediately in writing of that conflict.
- 15.3 Pretoria Metal Pressings a Division of Denel SOC may immediately disqualify a Tenderer from the Tendering Process if the Tenderer fails to notify Pretoria Metal Pressings a Division of Denel SOC of the conflict of interest as required.

## 16. LATE TENDERS

- 16.1 Tenders must be delivered by the Closing Date and Time. The Closing date and time may be extended by Pretoria Metal Pressings a Division of Denel SOC in its absolute discretion by providing written notice to Tenderers.
- 16.2 Tenders delivered after the Closing date and Time or lodged at a location or in a manner that is contrary to that specified in this RFT will be disqualified from the Tendering Process and will be ineligible for consideration. **No Late Tenders will be accepted.**
- 16.3 The determination by Pretoria Metal Pressings a Division of Denel SOC as to the actual date and time that a Tender is submitted is final.

## 17. TENDERER'S RESPONSIBILITIES

- 17.1 Tenderers are responsible for:
- 17.1.1 Examining this RFT and any documents referenced or attached to this RFT and any other information made or to be made available by Pretoria Metal Pressings a Division of Denel SOC to Tenderers in connection with this RFT;
  - 17.1.2 Fully informing themselves in relation to all matters arising from this RFT, including all matters regarding Pretoria Metal Pressings a Division of Denel SOC's requirements for the provision of the Services;
  - 17.1.3 Ensuring that their Tenders are accurate and complete;
  - 17.1.4 Making their own enquiries and assessing all risks regarding this RFT, and fully considering and incorporating the impact of any known and unknown risks into their Tender;
  - 17.1.5 ensuring that they comply with all applicable laws with regards to the Tendering Process particularly as specified by National Treasury Regulations, Guidelines, Instruction Notes and Practice Notes and other relevant legislation as published from time to time in the Government Gazette; and
  - 17.1.6 Submitting all Compulsory Documents.
- 17.2 Tenderers with annual total revenue of R10 million or less qualify as Exempted Micro Enterprises (EMEs) in terms of the B-BBEE Act and must submit a certificate issued by a registered, independent auditor (who is not the Tenderer or a partner to the Tenderer) or an accredited verification agency.
- 17.3 Tenderers other than Exempted Micro-Enterprises (EMEs) must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE status. The submission of such certificates must comply with the requirements of instructions and guidelines issued by National Treasury and must be in accordance with the applicable notices published by the Department of Trade and Industry in the Government Gazette.

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## 18. PREPARATION OF TENDERS

- 18.1 Tenderers must ensure that:
- 18.1.1 Their Tender is submitted in the required format as stipulated in this RFT; and
  - 18.1.2 All the required information fields in the Tender are completed in full and contain the information requested by Pretoria Metal Pressings a Division of Denel SOC.
- 18.2 Pretoria Metal Pressings a Division of Denel SOC may in its absolute discretion reject a Tender that does not include the information requested or is not in the format required.
- 18.3 Unnecessarily elaborate responses or other representations beyond that which is sufficient to present a complete and effective Tender is not desired or required. Elaborate and expensive visual and other presentation aids are not necessary.
- 18.4 Where the Tenderer is unwilling to accept a specified condition, the non-acceptance must be clearly and expressly stated. Prominence must be given to the statement detailing the non-acceptance. It is not sufficient that the statement appears only as part of an attachment to the Tender or be included in the general statement of the Tenderer's usual operating conditions.
- 18.5 An incomplete Tender may be disqualified or assessed solely on the information completed or received with the Tender.

## 19. ILLEGIBLE CONTENT, ALTERATION AND ERASURES

- 19.1 Pretoria Metal Pressings a Division of Denel SOC may disregard any content in a Tender that is illegible and will be under no obligation whatsoever to seek clarification from the Tenderer.
- 19.2 Pretoria Metal Pressings a Division of Denel SOC may permit a Tenderer to correct an unintentional error in its Tender where that error becomes known or apparent after the closing time, but in no event, will any correction be permitted if Pretoria Metal Pressings a Division of Denel SOC reasonably considers that correction would materially alter the substance of the Tender or affect the fairness of the tendering process.

## 20. OBLIGATION TO NOTIFY ERRORS

If, after a Tenderer's Response has been submitted, the Tenderer becomes aware of an error in its Response (including an error in pricing but excluding clerical errors which would have no bearing on the evaluation of the Tender), the Tenderer must promptly notify Pretoria Metal Pressings a Division of Denel SOC of such error before closing date and time of the tender.

## **21. RESPONSIBILITY FOR TENDERING COSTS**

- 21.1 The Tenderers participation or involvement in any stage of the Tendering Process is at the Tenderers sole risk, cost and expense. Pretoria Metal Pressings a Division of Denel SOC will not be held responsible for, or pay for, any expense or loss that may be incurred by Tenderers in relation to the preparation or lodgement of their Tender.
- 21.2 Pretoria Metal Pressings a Division of Denel SOC is not liable to the Tenderer for any costs on the basis of any contractual, promissory or restitution grounds whatsoever as a consequence of any matter relating to the Tenderer's participation in the Tendering Process, including without limitation, instances where:
- 21.2.1 the Tenderer is not engaged to perform under any contract; or
- 21.2.2 Pretoria Metal Pressings a Division of Denel SOC exercises any right under this RFT or at law.

## **22. DISCLOSURE OF TENDER CONTENTS AND TENDER INFORMATION**

- 22.1 All Tenders received by Pretoria Metal Pressings a Division of Denel SOC will be treated as confidential. Pretoria Metal Pressings a Division of Denel SOC will not disclose contents of any Tender and Tender information, except:
- 22.1.1 As required by law;
- 22.1.2 For the purpose of investigations by other government authorities having relevant jurisdiction;
- 22.1.3 to external consultants and advisors of Pretoria Metal Pressings a Division of Denel SOC engaged to assist with the Tendering Process; or for the general information of Tenderers required to be disclosed as per National Treasury Regulations, Guidelines, Instruction Notes or Practice Notes.

## **23. USE OF TENDERS**

- 23.1 Upon submission in accordance with the requirements relating to the submission of Tenders, all Tenders submitted become the property of Pretoria Metal Pressings a Division of Denel SOC. Tenderers will retain all ownership rights in any intellectual property contained in the Tenders.
- 23.2 Each Tenderer, by submission of their Tender, is deemed to have licensed Pretoria Metal Pressings a Division of Denel SOC to reproduce the whole, or any portion, of their Tender for the sole purposes of enabling Pretoria Metal Pressings a Division of Denel SOC to evaluate the Tender.

## **24. TENDER ACCEPTANCE**

All Tenders received must remain open for acceptance for a minimum period of 180 (One hundred and eighty) days from the Closing Time. This period may be extended by written mutual agreement between Pretoria Metal Pressings a Division of Denel SOC and the Tenderer.

## 25. CHANGES TO PRICE PROPOSALS

Changes by the Tenderers to submitted Tenders will not be considered after the closing date and time.

## 26. PRETORIA METAL PRESSINGS A DIVISION OF DENEL SOC PROCUREMENT PHILOSOPHY

It is the policy of Pretoria Metal Pressings a Division of Denel SOC, when purchasing products, services and works, to follow a course of optimum value and efficiency by adopting best purchasing practices in Supply Chain Management, ensuring where possible that open and fair competition has prevailed, with due regard to the importance of:

- 26.1 The PFMA and the PPPFA;
- 26.2 Preferential Procurement Regulations 2022;
- 26.3 Relevant Legislation

## 27. BROAD-BASED BLACK ECONOMIC EMPOWERMENT AND SOCIO-ECONOMIC OBLIGATIONS (ONLY APPLICABLE TO SOUTH AFRICAN BASED COMPANIES)

- 27.1 As explained in more detail in the BBBEE Preference Points Claim Form and as prescribed in terms of the Preferential Procurement Policy Framework Act, 2000 (PPPFA), (Act No 5 of 2000) and its Regulations, Tenderers are to note that Pretoria Metal Pressings a Division of Denel SOC will award preference points to companies who provide valid proof of their B-BBEE status using either the latest version of the generic Codes of Good Practice or Sector Specific Codes (if applicable).
- 27.2 Pretoria Metal Pressings a Division of Denel SOC shall use the lowest acceptable Tender to determine the applicable preference point system that is either 90/10 or 80/20-point system as per the PPPFA Regulations.
- 27.3 Tenderers are required to complete the B-BBEE Preference Point Claim Form and submit it together with valid proof of their B-BBEE ownership Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE ownership status.
- 27.4 Tenderers are required at all times to comply with the latest B-BBEE legislation and/or instruction notes as issued from time to time by the Department of Trade and Industry.

**Note:** Failure to submit a valid and original or a certified copy of the Tenderer's B-BBEE certificate as stipulated in this document (the B-BBEE Preference Points Claim Form) at the Closing Date and Time of this RFT, will result in a score of zero being allocated for B-BBEE ownership.

## 28. B-BBEE JOINT VENTURES OR CONSORTIUMS

- 28.1 Tenderers who wish to respond to this RFT as a Joint Venture [JV] or consortium with other entities, must state their intention to do so in their RFT submission.
- 28.2 Such Tenderers must also submit a signed JV or consortium agreement between the parties clearly stating the percentage [%] split of business and the associated responsibilities of each party. If such a JV or consortium agreement is unavailable, the partners must submit confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by Pretoria Metal Pressings a Division of Denel SOC through this RFT process.

28.3 This written confirmation must clearly indicate the percentage [%] split of business and the responsibilities of each party. In such cases, award of business will only take place once a signed copy of a JV or consortium agreement is submitted to Pretoria Metal Pressings a Division of Denel SOC.

28.4 Tenderers are to note the requirements for B-BBEE compliance of JVs or consortiums as required in the B-BBEE Preference Point Claim Form and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

**Note:** Failure to submit a valid and original B-BBEE certificate for the JV or a certified copy thereof at the Closing Date and Time of this RFT, will result in a score of zero being allocated for B-BBEE.

## 29. TAX COMPLIANCE (ONLY APPLICABLE TO SOUTH AFRICAN COMPANIES)

29.1 A Tenderer must be compliant when submitting a proposal to Pretoria Metal Pressings a Division of Denel SOC and remain compliant for the entire contract term with all applicable tax legislation, including but not limited to the Income Tax Act, 1962 (Act No. 58 of 1962) and Value Added Tax Act, 1991 (Act No. 89 of 1991).

29.2 It is a condition of this RFT that the tax matters of the successful Tenderer are in order, or that satisfactory arrangements have been made with the South African Revenue Service (SARS) to meet the Tenderer's tax obligations.

29.3 Tenderers are required to be registered on the Central Supplier Database and the National Treasury shall verify the Tenderer's tax compliance status through the Central Supplier Database.

29.4 It is a requirement that a Tenderer grant a written confirmation when submitting a Tender that SARS may on an on-going basis during the tenure of the contract disclose the Tenderer's tax compliance status and by submitting this Tender such confirmation is deemed to have been granted.

29.5 Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database and their tax compliance status will be verified through the Central Supplier Database

## 30. NEW TAX COMPLIANCE STATUS (TCS) SYSTEM

30.1 SARS has implemented a new Tax Compliance Status (TCS) system in terms of which a taxpayer is now able to authorize any 3rd party to verify its compliance status in one of two ways: either through the use of an electronic access PIN or through the use of a Tax Clearance Certificate obtained from the new TCS system.

30.2 Tenderers are required to provide the following to Pretoria Metal Pressings a Division of Denel SOC in order to enable it to verify their tax compliance status:

Tax reference number:

Tax Clearance Certificate & TCC Number:                      and PIN:                      .

### 31. EVALUATION CRITERIA

The Tenders will be evaluated and adjudicated as follows:

#### ADMINISTRATIVE COMPLIANCE

- Tenderer is a South African-owned company (**Submit Certified ID Copies of the Shareholders and Directors**).
- Valid Tax Clearance Certificate or an access Pin to SARS e-Filing.
- Valid BBBEE Certificate (but won't result in disqualification, this is needed as proof of ownership points claimed)
- Certified copy of the Company Registration with CIPC

#### 31.1 MANDATORY EVALUATION CRITERIA

31.1.1 Only those Tenderers which satisfy all of the Mandatory Criteria will be eligible to participate further in the Tendering Process.

31.1.2 Tenderers are required to complete the table below by indicating whether they comply with the requirement or not, by marking the appropriate column with an 'X'. Tenderers are required to submit as Annexure K to their Tenders supporting documentation to confirm their compliance with each requirement, where applicable.

| REQUIREMENT  | COMPLIANT | NON-COMPLIANT | N/A |
|--|-----------|---------------|-----|
| 1. Proof of trading in zinc  |           |               |     |
| 2. Current Banking Details on letter from the Bank issued on a bank letterhead with stamp.         |           |               |     |
| 3. Certified copies of all share holder certificates ( <b>Detailed breakdown of shareholding</b> ) |           |               |     |
| 4. A copy of the shareholder agreement ( <b>if there is more than one shareholder</b> )            |           |               |     |
| <b>Note: Failure to meet the above requirements may result in disqualification</b>                 |           |               |     |

#### 31.2 FIRST STAGE – FUNCTIONAL EVALUATION

31.2.1 Tenderers are evaluated based on the functional criteria set out in this RFT. Only those Tenderers which score **seventy (70)** points or higher (**out of a possible 100**) during the functional evaluation will be evaluated during the second stage of the Tender.

31.2.2 The Functional Evaluation that will be used to assess the capability and capacity of the tenderers will be as follows:

| WEIGHTING %          | EVALUATION CRITERIA   | LEGEND   |
|----------------------|---|--|
|                      |   | <ul style="list-style-type: none"> <li>e.g. rating scale may be 1 to 5.</li> <li>Each rating level must be clearly defined</li> </ul>  |
| 40%                  | <p>EXPERIENCE</p> <p>The bidder must have had experience in Zinc Ingots trading</p> <p>Bidder must submit Commercial Invoices clearly stating:</p> <ul style="list-style-type: none"> <li>Product: Zinc ingots</li> <li>Grade</li> <li>Quantity and delivery terms</li> </ul> | <p>10 Years' experience and above in trading in Zinc.<br/><b>Fully Compliant = 5 Points = 40%</b></p> <p>8 to 9 Years' experience of trading in Zinc Ingots<br/><b>Largely Compliant = 4 Points = 32%</b></p> <p>6 to 7 Years' experience of trading in Zinc Ingots<br/><b>Compliant = 3 Points = 24%</b></p> <p>3 to 5 Years' experience of trading in Zinc Ingots<br/><b>Partially Compliant = 2 Points = 16%</b></p> <p>Less than 2 Years' experience of trading in Zinc Ingots<br/><b>Non-Compliant = 1 Point = 8%</b></p> |
| 20%                  | <p>TECHNICAL AND PRODUCT CAPABILITY</p> <p>The bidder to demonstrate that they can supply to specification.</p> <p>The bidder must submit as evidence:</p> <ul style="list-style-type: none"> <li>Certificate of Analysis (COA) from a recent or proposed supply</li> </ul>   | <p>Certificate of Analysis (COA) from a recent or proposed supply.</p> <p><b>Fully compliant = 5 Points = 20%</b></p> <p><b>Non-compliant = 0 Points = 0%</b></p>  |
| 40%                  | <p>REFERENCE LETTERS</p> <p>The bidders to provide trade references from buyers.</p> <p>The letters should include:</p> <ul style="list-style-type: none"> <li>A contact person, title and contact numbers.</li> <li>Must not be older than Two (2) years old</li> </ul>      | <p>3 Letters = <b>5 Points = 40%</b></p> <p>2 Letters = <b>3 Points = 24%</b></p> <p>1 Letter = <b>1 Point = 10%</b></p> <p>No Letter – <b>Non-compliant = 0 Points</b></p> <p>Bidders with experience and with no track record of trading in Zinc Ingots business of their own may submit letters from their former employers or a credible source of evidence.</p>   |
| <b>Total 100%</b>    |   |  |
| <b>MINIMUM SCORE</b> | <b>70%</b>  |  |

## 31.3 SECOND STAGE – PRICE AND PREFERENTIAL POINTS ASSESSMENT

**SBD 6.1**
**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

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 STATUS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

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

1.2

a) The value of this bid is estimated to **not exceed** R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) Transformation Status of Contributor see below

1.4

| CRITERIA   | POINTS     |
|--|------------|
| PRICE  | 80         |
| BLACK WOMEN OWNED >30%   | 5          |
| BLACK OWNERSHIP >51%   | 5          |
| BLACK YOUTH %  | 5          |
| BLACK PEOPLE LIVING WITH DISABILITY %                            | 5          |
| <b>Total points for Price and Transformation must not exceed</b> | <b>100</b> |

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) **“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;
- (c) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (d) **“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;
- (e) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (f) **“prices”** includes all applicable taxes less all unconditional discounts;
- (g) **“proof of preference points claimed”** 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;
- (h) **“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;
- (i) **“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:

|   |           |   |
|---|-----------|---|
| <b>80/20</b>  | <b>or</b> | <b>90/10</b>  |
| $P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$ | or        | $P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$ |

Where

- P<sub>s</sub> = Points scored for price of bid under consideration
- P<sub>t</sub> = Price of bid under consideration
- P<sub>min</sub> = Price of lowest acceptable bid

**4. POINTS TO BE AWARDED FOR THIS BID**

4.1

| CRITERIA   | POINTS     |
|--|------------|
| Price  | 80         |
| BLACK WOMEN OWNED >30%                           | 5          |
| BLACK OWNERSHIP >51%                             | 5          |
| BLACK YOUTH %                                    | 5          |
| BLACK PEOPLE LIVING WITH DISABILITY %            | 5          |
| <b>Total points for Price and Transformation</b> | <b>100</b> |

**5. BID DECLARATION**

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

**6. SUB-CONTRACTING**

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

*(Tick applicable box)*

|     |  |    |  |
|-----|--|----|--|
| YES |  | NO |  |
|-----|--|----|--|

6.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....? .....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE
- v) Whether the subcontractor has Black Youth ownership
- vi) Whether the subcontractor has Black People With Disability ownership

*(Tick applicable box)*

|     |  |    |  |
|-----|--|----|--|
| YES |  | NO |  |
|-----|--|----|--|

vii) Specify, by ticking the appropriate box, if subcontracting.

**7. DECLARATION WITH REGARD TO COMPANY/FIRM**

7.1 Name of company/firm.....

7.2 VAT registration number.....

7.3 Company registration number.....

**7.4 TYPE OF COMPANY/ FIRM**

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

[TICK APPLICABLE BOX]

**7.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....

.....

.....

**7.6 COMPANY CLASSIFICATION**

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

[TICK APPLICABLE BOX]

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

7.8 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 of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificates, 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 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.

|  |
|--|
| <p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p> |
|--|

|   |
|---|
| <p>.....</p> <p>SIGNATURE(S) OF BIDDER(S)</p> <p>DATE:.....</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p> |
|---|

**32. STATUS OF TENDER**

32.1 Each Tender constitutes an irrevocable offer by the Tenderer to Pretoria Metal Pressings a Division of Denel SOC to provide the Products/Services required and otherwise to satisfy the requirements of the Specification as set out in this RFT.

32.2 A Tender must not be conditional on:

- a. the Board approval of the Tender or any related governing body of the Tenderer being obtained;
- b. the Tenderer conducting due diligence or any other form of enquiry or investigation on Pretoria Metal Pressings a Division of Denel SOC;
- c. the Tenderer (or any other party) obtaining any regulatory approval or consent;
- d. the Tenderer obtaining the consent or approval of any third party; or
- e. The Tenderer stating that it wishes to discuss or negotiate any commercial terms of the contract.

32.3 Pretoria Metal Pressings a Division of Denel SOC may, in its absolute discretion, disregard any tender that is, or is stated to be, subject to any one or more of the conditions detailed above (or any other relevant conditions).

Pretoria Metal Pressings a Division of Denel SOC reserves the right to accept a Tender in part or in whole or to negotiate with a Tenderer in accordance with the provisions of this RFT and the applicable laws and regulations.

### **33. CLARIFICATION OF TENDERS**

33.1 Pretoria Metal Pressings a Division of Denel SOC may seek clarification from and enter into discussions with any or all of the Tenderers in relation to their Tender. Pretoria Metal Pressings a Division of Denel SOC may use the information obtained when clarification is sought, or discussions are held in interpreting the Tender and evaluating the cost and risk of accepting the Tender. Failure to supply clarification to the satisfaction of Pretoria Metal Pressings a Division of Denel SOC may render the Tender liable to disqualification.

33.2 Pretoria Metal Pressings a Division of Denel SOC is under no obligation to seek clarification of anything in a Tender and reserves the right to disregard any clarification that Pretoria Metal Pressings a Division of Denel SOC considers to be unsolicited or otherwise impermissible or irrelevant in accordance with the rules set out in this RFT.

### **34. DISCUSSION WITH TENDERERS**

Pretoria Metal Pressings a Division of Denel SOC is under no obligation to discuss the outcome of the tender process with any of the Tenderers.

### **35. SUCCESSFUL TENDERS**

35.1 Selection as a successful Tenderer does not give rise to a contract (express or implied) between the successful Tenderer and Pretoria Metal Pressings a Division of Denel SOC for the supply of Products / Services until such time that Pretoria Metal Pressings a Division of Denel SOC and the successful Tenderer conclude the SLA.

35.2 The Tenderer is bound by its Proposal and all other documents forming part of its Response, and Pretoria Metal Pressings a Division of Denel SOC will not entertain any material deviation from the original offer.

### **36. NO OBLIGATION TO ENTER INTO CONTRACT**

Pretoria Metal Pressings a Division of Denel SOC is under no obligation to appoint a successful Tenderer(s) (as the case may be), or to enter into a contract and/or SLA with a successful Tenderer or any other person, if it is unable to identify a Tender that complies in all relevant respects with the requirements of Pretoria Metal Pressings a Division of Denel SOC, or if due to changed circumstances, there is no longer a need for the Services requested, or if funds are no longer available to cover the total envisaged expenditure. For the avoidance of any doubt, in these circumstances Pretoria Metal Pressings a Division of Denel SOC will be free to proceed via any alternative process.

### **37. TENDERER WARRANTIES**

- 37.1 By submitting a Tender, a Tenderer warrants that:
- 37.1.1 It did not rely on any express or implied statement, warranty or representation, whether oral, written, or otherwise made by or on behalf of Pretoria Metal Pressings a Division of Denel SOC, its officers, employees, or advisers other than any statement, warranty or representation expressly contained in the RFT;
  - 37.1.2 it did not use the improper assistance of Pretoria Metal Pressings a Division of Denel SOC's employees or information unlawfully obtained from them in compiling its Tender;
  - 37.1.3 it is responsible for all costs and expenses related to the preparation and submission of its Tender, and any future process connected with or relating to the Tendering Process;
  - 37.1.4 it accepts and will comply with the terms set out in this RFT; and
  - 37.1.5 It will provide additional information in a timely manner as requested by Pretoria Metal Pressings a Division of Denel SOC to clarify any matters contained in the Tender.

### **38. PRETORIA METAL PRESSINGS A DIVISION OF DENEL SOC'S RIGHTS**

- 38.1 Notwithstanding anything else in this RFT, and without limiting its rights at law or otherwise, Pretoria Metal Pressings a Division of Denel SOC reserves the right, in its absolute discretion at any time, to:
- 38.1.1 Cease to proceed with, or suspend the Tendering Process prior to the execution of a formal written contract and/or SLA;
  - 38.1.2 Alter the structure and/or the timing of this RFT or the Tendering Process;
  - 38.1.3 Amend any tender condition, tender validity period, RFT specifications or extend the tender closing date, all before the tender closing date:
  - 38.1.4 Terminate the participation of any Tenderer or any other person in the Tendering Process;
  - 38.1.5 Request additional relevant information, agreements and other documents to verify information provided in the tender response or request clarification from any Tenderer or any other person;
  - 38.1.6 Provide additional information or clarification;
  - 38.1.7 Negotiate with any one or more Tenderer's;
  - 38.1.8 Call for new Tenders;
  - 38.1.9 Reject any Tender that does not comply with the requirements of this RFT.
  - 38.1.10 Disregard the lowest priced tender or any tender in part or in whole
  - 38.1.11 Categorise the tenders into different areas of expertise
  - 38.1.12 Conduct site visits at the Tenderers Offices or at Client's Site or office if so required  
Consider the guidelines and prescribed hourly remuneration rates for consultants as provided for in the National Treasury Instruction 01 of 2013\2014: Cost Containment Measures, where relevant.

### **39. GOVERNING LAWS**

- 39.1 This RFT and the Tendering Process are governed by the laws of the Republic of South Africa.
- 39.2 All Tenders must be completed using the English language and
- 39.3 All costing must be in South African Rand.

**PART D: INTENT OF THE REQUEST FOR PROPOSAL**

**40. PURPOSE**

40.1 Denel PMP (church street) is inviting via a competitive bidding process, suitably, qualified, reliable, experienced service providers with proven capabilities to supply the organization with Zinc Ingots as per Scope of Work.

**41. SCOPE OF WORK**

- 41.1 Tenderer to deliver Zinc Ingots to specification.
- 41.2 No sub-contracting will be allowed without prior approval.
- 41.3 Only suppliers that adhere to the required functional specifications will be considered for this evaluation.
- 41.4 OEM to be specified
- 41.5 **Delivery Lead-time to be specified.**

| No | Description   | UM | Estimated consumption per annum - Qty |
|----|---|----|---------------------------------------|
| 1  | 99,995% Pure Zinc Ingots to Specification 1330010 Issue 3 | Kg | ± 240 000 Kg                          |

**Note: These quantities are not fixed and can change due to changes in demand.**

**42. LATE DELIVERY PENALTY CLAUSE:**

- 42.1 The supplier shall deliver the goods within the delivery period specified in the purchase order or schedule requirements.
- 42.2 Should the supplier fail to deliver within the agreed delivery period, the purchaser shall, without prejudice to any other rights or remedies available, impose penalties for late delivery.
- 42.3 The penalty shall be calculated at 1% (one percent) of the total order value for each completed week of delay subject to a maximum of 10% (ten percent) of the total order value.
- 42.4 If the delay exceeds 4 (four) weeks, the purchaser reserves the right to cancel the order, in whole or part, without prejudice to any other legal remedies available.
- 42.5 In the event of cancellation due to the supplier’s failure to deliver within the specified delivery period, the purchaser may procure the goods from an alternative supplier, and any additional costs incurred shall be recoverable from the defaulting supplier.

**43. SAMPLE REQUESTS**

- 43.1 A sample will be requested from the successful bidder for testing and acceptance to ensure compliance with the required specification.

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## ANNEXURE A: PRICE PROPOSAL

Tenderers must complete the table for the Schedule of Rates below and submitted as a pricing proposal. Failure to submit this document will result in the Tenderer's submission being disqualified.

### A.1 CURRENCY

All prices must be quoted in South African Rand on a fixed price basis, with all applicable taxes included.

### A.2 PRICES SUBJECT TO CONFIRMATION

Prices quoted which are subject to confirmation will not be considered.

### A.3 BINDING OFFER

Any tender furnished pursuant to this RFT shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

### A.4 DISCLAIMERS

Tenderers are hereby advised that Pretoria Metal Pressings a Division of Denel SOC is not committed to any course of action because of its issuance of this RFT and/or its receipt of Tenders. Please note that Pretoria Metal Pressings a Division of Denel SOC reserves the right to:

- A.4.1 Modify the RFT's requirements and request Tenderers to re- tender on any changes;
- A.4.2 Reject any Tender which does not conform to instructions and specifications which are detailed herein;
- A.4.3 Not necessarily accept the lowest priced Proposal or an alternative Tender;
- A.4.4 Reject all Tenders/Proposals, if it so decides;
- A.4.5 Award only a portion of the proposed product(s)/service(s) which are reflected in the scope of this RFT;
- A.4.6 Split the award between more than one enterprise/organisation should it at Pretoria Metal Pressings a Division of Denel SOC's discretion be more advantageous in terms of, amongst others, cost or developmental considerations; or make no award at all;
- A.4.7 Validate any information submitted by Tenderers in response to this Tender. This would include, but is not limited to, requesting the Tenderers to provide supporting evidence. By submitting a tender, Tenderers hereby irrevocably grant the necessary consent to Pretoria Metal Pressings a Division of Denel SOC to do so;
- A.4.8 Request audited financial statements or other documentation for the purposes of a due diligence exercise;
- A.4.9 Award the Tender to the next highest ranked Tenderer, should the preferred Tenderer fail to sign or commence with the contract within a reasonable period after being requested to do so, provided that the preferred Tenderer is still prepared to provide the required goods at the quoted price. Under such circumstances, the validity of the tenders of the next ranked Tenderer(s) will be deemed to remain valid, irrespective of whether the next ranked Tenderer(s) were issued with a Letter of Regret. Tenderers may therefore be requested to advise whether they would still be prepared to provide the required goods at their quoted price, even after they have been issued with a Letter of Regret;

A.4.10 Cancel the contract and/or place the Tenderer on Pretoria Metal Pressings a Division of Denel SOC's list of Restricted Suppliers, should a contract be awarded on the strength of information furnished by the Tenderer, which after award of the contract, is proven to have been incorrect;

A.4.11 Award Tender to the highest scoring Tenderer(s) unless objective criteria justify the award to another Tenderer.

**Note:** Pretoria Metal Pressings a Division of Denel SOC will not reimburse any tenderer for any preparatory costs or other work performed in connection with its Proposal, whether or not the Tenderer is awarded a contract.

**A.5 PAYMENT TERMS**

The service provider shall note and accept Pretoria Metal Pressings a Division of Denel SOC's payment terms as stipulated in the SLA and/or contract.

Payment will only be made after acceptance at PMP.

**A.6 SCHEDULE OF RATES/PRICE**

The following must be completed.

|   |                                 |   |
|---|---------------------------------|---|
| <b>Price</b><br>.....   | <b>Unit of measure</b><br>..... |   |
| <b>Price subject to escalation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No |                                 | <b>DELIVERY BASIS</b>   |
| <b>If Yes, complete the following in full</b>   |                                 | <b>Delivered</b> <input type="checkbox"/> Yes   |
| <b>applicable formula.....</b>  |                                 | <b>CIF</b> <input type="checkbox"/> Yes   |
| <b>Indicate which category class.....</b>   |                                 | <b>FOB</b> <input type="checkbox"/> Yes   |
| <b>%Labour..... Material.....</b>   |                                 | <b>DDU</b> <input type="checkbox"/> Yes   |
| <b>Fixed period</b> <input type="checkbox"/> Yes <input type="checkbox"/> No                |                                 | <b>Ex Works</b> <input type="checkbox"/> Yes  |
| <b>Rate of exchange R1-00 =</b>   |                                 | <b>Transport cost included</b> <input type="checkbox"/> Yes <input type="checkbox"/> No |

**Price Schedule**

| No | Description   | UM | Estimated consumption per annum - Qty | Unit Price | Total Price Excl. VAT |
|----|---|----|---------------------------------------|------------|-----------------------|
| 1  | 99,995% Pure Zinc Ingots to Specification 1330010 Issue 3 | Kg | ± 240 000 Kg                          |            |                       |

\*Estimated monthly consumption of ± 20 000Kg

**Note: This Annexure must be put in the Envelope for 'Price and Preference' as prescribed in Clause 4.1 above.**

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## ANNEXURE: SUMMARY

### **Annexure H – CIPC Registration Documents**

Tenderers are required to include, as Annexure H to their Tenders, certified copies of all relevant CIPC registration documents listing all members with percentages, in the case of a close corporation.

### **Annexure I – Latest Shareholder Agreements**

Tenderers are required, as Annexure “I” to their Tenders, to submit certified copies of their latest Shareholder Agreements.

### **Annexure J – Joint Venture, Consortium Documents**

Tenderers which submit Tenders as an unincorporated joint venture, consortium or other association of persons are required to submit, as Annexure J, a breakdown of how the fees and work will be split between the various people or entities which constitute the Tenderer.

### **Annexure K – Mandatory Evaluation Criteria**

Tenderers are required to include, as Annexure K to their Tenders, supporting documents to their responses. These include:

- a. Valid BBBEE Certificate
- b. Certified copy of the Company Registration with CIPC
- c. Original letter from the Bank issued on a bank letterhead with stamp
- d. Certified copies of all shareholder certificates and their ID copies
- e. Certified copies of shareholder agreements **(if applicable)**

### **Annexure L – General Conditions of Contract**

General Conditions of Contract can be accessed on the National Treasury website.

### **Annexure N– References and Transactions**

Recent references and transactions the Tenderer has handled as specified in the evaluation criteria. **(If applicable)**

**44. DECLARATION OF INTEREST**

**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 interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

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

| Full Name | Identity Number | Name of State institution |
|-----------|-----------------|---------------------------|
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |
|           |                 |                           |

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

2.2.1 If so, furnish particulars:

.....  
 .....

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

2.3.1 If so, furnish particulars:

.....

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

### 3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....  
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.