



Province of the
EASTERN CAPE
HEALTH

**APPOINTMENT OF PANEL OF SERVICE PROVIDERS FOR THE
DISPOSAL OF ASSETS FOR EASTERN CAPE DEPARTMENT OF
HEALTH FOR A PERIOD OF 36 MONTHS**

**PERIOD: DATE OF SIGNING OF CONTRACT FOR THIRTY-SIX (36)
MONTHS.**

Contact Person

Ms Noluvuyo Ndabula

Tel: 067 4290 896

Email Noluvuyo.ndabula@echealth.gov.za

**PART A
INVITATION TO BID**

SBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	SCMU3-25/26-0019-HO	CLOSING DATE:	04th March 2026	CLOSING TIME:	11H00
BID BRIEFING	COMPULSORY (Virtual)	BRIEFING DATE:	20th February 2026	BRIEFING TIME	11H00
DESCRIPTION	APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE DISPOSAL OF ASSETS FOR EASTERN CAPE DEPARTMENT OF HEALTH FOR A PERIOD OF 36 MONTHS.				
BID RESPONSE DOCUMENTS MAY BE SUBMITTED VIA ONLINE SUBMISSION ON E-TENDER PORTAL					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Ms N. Ndabula		CONTACT PERSON	Ms N. Ndabula	
TELEPHONE NUMBER	067 429 0896		TELEPHONE NUMBER	067 429 0896	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	noluvuyo.ndabula@echealth.gov.za		E-MAIL ADDRESS	noluvuyo.ndabula@echealth.gov.za	
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
<i>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		<i>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?</i>		<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 2.3 BELOW.					

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE SUBMITTED ONLINE VIA E-TENDER PORTAL. SYSTEM WILL NOT ALLOW LATE BIDS TO BE SUBMITTED 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, 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 / 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.


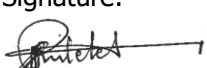


SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g. company resolution)

DATE:

SCMU3-25/26-0019-HO: APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE DISPOSAL OF ASSETS FOR EASTERN CAPE DEPARTMENT OF HEALTH FOR A PERIOD OF 36 MONTHS

Drafted by	Date: 23/01/2026	Name: Ms N. Ndabula	Signature: 
Reviewed by	Date: 28/01/2026	Name: Mr P. Mtheleli	Signature: 
Approved by Bid Specification Committee	Date: 28/01/2026	Name: Mr M. Mtongana	Signature: 
Advert approved by	Date: 30/01/2026	Name: Ms C. Mgijima	Signature: 

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PART 1

CONDITIONS OF BID

1. BACKGROUND AND INTRODUCTORY PROVISIONS

1. INTRODUCTION

The Eastern Cape Department of Health is responsible for delivering quality healthcare services to the population of the Eastern Cape province in South Africa. The department operates numerous healthcare facilities, including hospitals, clinics, and administrative offices. These facilities house a wide range of movable assets, such as furniture, domestic furniture & office equipment, medical equipment and ICT equipment etc which are critical for delivery of healthcare services.

ECDoH intends to engage a suitably qualified panel of service providers for disposal of assets in ECDOH Facilities for a period of 36 months.

2. OFFER AND SPECIAL CONDITIONS

2.1 Without detracting from the generality of clause 2.2 below, bidders must submit a completed and signed Invitation to Bid form (SBD 1) and requisite bid forms attached with their bids.

2.2 **All bids submitted in reply to this invitation to bid should incorporate all the forms, parts, certificates and other documentation forming part of this invitation to bid, duly completed where required.**

2.3 **It is a requirement that bidders must register on the Central Supplier Database before submitting the bid.**

2.4 In the event that any form or certificate provided in Part 5 of this invitation to bid does not have adequate space for the bidder to provide the requested details, the bidder should attach an annexure to such form or certificate on which the requested details should be provided and the bidder should refer to such annexure in the form or certificate provided.

3. CLOSING TIME OF BIDS AND PROVISIONS RELATING TO SUBMISSION OF BIDS

3.1 The closing time for the receipt of bids in response to this invitation to bid is detailed on the cover page of this invitation to bid.

3.2 All bids must be received on or before the closing time and date stipulated below. Please note, this bid will close electronically on the e-tender platform which makes provision for the electronic submission of bids (<https://www.etenders.gov.za/>).

Responses for this bid must be uploaded on the e-tender portal on or before 11.00 hours on the **4th March 2026**.

e-Submission on www.etenders.gov.za

Guide: How to submit a response on the E-tender Portal

1. (<https://www.etenders.gov.za/>)
2. Click "Login"
3. Select "Supplier Login"
4. Type in your Central Supplier Database (CSD) login credentials.
5. Click Browse Opportunities
6. Select Currently Advertised.
7. Click "+" on any tender opportunity you wish to apply for.
8. Click on "Start eSubmission Process"
9. Select Supplier
10. Click "Start response"
11. Check the submission checklist and attached the compulsory documents.
12. Confirm and proceed.

If you experience difficulties on e-Submission, please contact: 012 406 9229 /012 406 9222 or email etenders@treasury.gov.za

Bidders must note the following document upload on e-tender portal e-submission:

Returnable 1: Completed and signed bid document

Returnable 2: Mandatory requirements

Returnable 3: Compliance Certificates

4. QUESTIONS AND ANSWERS PROCESS

ECDOH will receive questions sent by Bidders by email to be directed to this email address: noluvuyo.ndabula@echealth.gov.za The department will respond up to 5 days before the closing date. Responses will include a copy of the questions and corresponding responses. The identity of a Bidder who has directed questions to ECDOH will not necessarily be disclosed by ECDOH in such responses

5. COMPULSORY BID BRIEFING

A virtual Compulsory Bid Briefing session will be held on the 20th February 2026 at 11h00. Below is the link for the virtual briefing meeting.

https://teams.microsoft.com/meet/37882691251682?p=DjD9PKH5ZnZq6p1gfl_

Meeting ID: 378 826 912 516 82

Passcode: nD9Lt2dG

6. TAX CLEARANCE

Bidders must ensure compliance with their tax obligations.

7. PRICING

- 7.1 The bidder must submit details regarding the bid price for the Services on the Pricing Schedule form/s attached as Part 5 Schedule B – SBD 3.2 which completed form/s must be submitted together with the bid documents.
- 7.2 Pricing must be inclusive with all applicable taxes
- 7.3 It is an express requirement of this invitation to bid that the bidders provide some transparency in respect to their pricing approach. In this regard, bidders must indicate the basis on which they have calculated their pricing by completing all aspects of the Pricing Schedule form Part 5 Schedule B – SBD3.2

8. DECLARATION OF INTEREST

The bidder should submit a duly signed declaration of interest (SBD 4) together with the bid. The declaration of interest is attached as Part 5 – Schedule C.

9. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

The bidder must complete the declaration and sign accordingly to submit with the bid. The declaration of bidder's past supply chain management practices is attached as Part 5 – Schedule D

10. CERTIFICATE OF BID DETERMINATION

Bidders must complete the declaration and sign accordingly to sub with the bid the Declaration of Bid Determination attached as Part 5 – Schedule E.

11. QUALIFICATIONS OF BIDDERS

Bidders must submit detailed information **including certified copies of certificates** together with their bid of their experience in the relevant trade together with present contracts **(description of contract, contract period, contact person and telephone numbers)**. These details should be submitted together with the bid on the form attached as Part 5 – Schedule D.

12. PARTNERSHIPS AND LEGAL ENTITIES

In the case of the bidder being a partnership, close corporation or a company, all certificates (CK documents) reflecting the names, identity numbers and address of the partners, members or directors (as the case may be) must be submitted with the bid. These details should be submitted on the form attached as Part 5 – Schedule E

13. CONSORTIUM/JOINT VENTURE

- 13.1 It is recognized that bidders may wish to form consortia to provide the Services.
- 13.2. A bid in response to this invitation to bid by a consortium shall comply with the following requirements: -
- 13.2.1. It shall be signed so as to be legally binding on all consortium members and must clearly stipulate the terms and conditions;
- 13.2.2. One of the members shall be nominated by the others as authorized to be the lead member and this authorization shall be included in the agreement entered into between the consortium members;
- 13.2.3. The lead member shall be the only authorized party to make legal statements, communicate with the Eastern Cape Department of Health (ECDoH) and receive instructions for and on behalf of any and all the members of the consortium;
- 13.2.4. A copy of the agreement entered into by the consortium members shall be submitted with the bid. Otherwise, the bid will be disqualified.

14. ORGANISATIONAL PRINCIPLES

The bidder should submit a clear indication of the envisaged authorized organisational principles, procedures and functions for effective delivery of the required Service at the relevant Institutions with the bid. These details should be submitted on the form attached as Part 5 – Schedule F

15. DETAILS OF THE PROSPECTIVE BIDDERS NEAREST OFFICE TO THE LOCATION OF THE CONTRACT

The bidder should provide full details regarding the bidders nearest office to the Institutions at which the Services are to be provided (see Part 4 of this invitation to bid). These details should be provided on the form attached as Part 5 – Schedule G which completed form, must be submitted together with the bid.

16. FINANCIAL PARTICULARS

Bidder must provide full details regarding its financial particulars and standing, which particulars should be submitted together with the bid on the form attached as Part 5- Schedule H. If no such details are submitted it would be assumed that the bidder is not in good standing with his/her financial institutions and his/her bid may be regarded as non-responsive. Bidders must submit financial statements that are not older than a year to assess financial viability.

17. PREFERENCE POINTS CLAIM FORMS

Part 5 – Schedule I contains the Preference Points Claim Forms in terms of Preferential Procurement Regulations to be completed and signed by the bidder to the extent applicable and returned with this bid.

18. VALIDITY

Bid documentation submitted by the bidder will be valid and open for acceptance for a period of **120 (one hundred and twenty)** calendar days from the closing date and time stipulated on the front cover of this invitation to bid.

19. ACCEPTANCE OF BIDS

The ECDoH does not bind itself to accept either the lowest or any other bid and reserves the right to accept the bid which it deems to be in the best interest of the State even if it implies a waiver by the State, the ECDoH, of certain requirements which the ECDoH, considers to be of minor importance and not complied with by the bidder.

20. NO RIGHTS OR CLAIMS

- 20.1 Receipt of the invitation to bid does not confer any right on any party in respect of the Services or in respect of or against the State, the ECDoH. The ECDoH reserves the right, in its sole discretion, to withdraw by notice to bidders any Services or combination of Services from the bid process, to terminate any party's participation in the bid process or to accept or reject any response to this invitation to bid on notice to the bidders without liability to any party. Accordingly, parties have no rights, expressed or implied, with respect to any of the Services as a result of their participation in the bid process.
- 20.2 Neither the State, the ECDoH, nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligations for any costs or expenses incurred by any party in or associated with any appraisal and/or investigation relating to this invitation to bid or the subsequent submission of a bid in response to this invitation to bid in respect of the Services or any other costs, expenses or liabilities of whatsoever nature and incurred by bidders in connection with or arising out of the bid process.

21. NON-DISCLOSURE, CONFIDENTIALITY AND SECURITY

- 21.1 The invitation to bid and its contents are made available on condition that they are used in connection with the bid process set out in the invitation to bid and for no other purpose. All information pertaining to this invitation to bid and its contents shall be regarded as restricted and divulged on a "need to know" bases with the approval of the ECDoH.
- 21.2 In the event that the bidder is appointed pursuant to this invitation to bid such bidder may be subject to security clearance prior to commencement of the Services.

22. ACCURACY OF INFORMATION

- 22.1 The information contained in the invitation to bid has been prepared in good faith. Neither the State, the Eastern Cape Provincial Government, the ECDoH nor any of their respective directors, advisors, officers, employees, agents, representatives make any representation or warranty or give any undertaking express or implied, or accept any responsibility or liability whatsoever, as to the contents, accuracy or completeness of the information contained in the invitation to bid, or any other written or oral information made available in connection with the bid and nothing contained herein is, or shall be relied upon as a promise or representation, whether as to the past or the future.
- 22.2 This invitation to bid may not contain all the information that may be required to evaluate a possible submission of a response to this invitation to bid. The bidder should conduct its own independent analysis of the operations to the extent required to enable it to respond to this bid.

23. COMPETITION

- 23.1 Bidders and their respective officers, employees and agents are prohibited from engaging in any collusive action with respect to the bidding process which serves to limit competition amongst bidders.
- 23.2 In general, the attention of bidders is drawn to Section 4(1)(iii) of the Competition Act 1998 (Act No. 89 of 1998) (the Competition Act) that prohibits collusive bidding.
- 23.3 If bidders have reason to believe that competition issues may arise from any submission of a response to this bid invitation they may make, they are encouraged to discuss their position with the competition authorities before submitting a response.
- 23.4 Any correspondence or process of any kind between bidders and the competition authorities must be documented in response to this invitation to bid.

24. RESERVATION OF RIGHTS

- 24.1 Without limitation to any other rights of the ECDoH (whether otherwise reserved in this invitation to bid or under law), the ECDoH expressly reserves the right to:-
- 24.2 Request clarification on any aspect of a response to this invitation to bid received from the bidder, such requests and the responses to be in writing;
- 24.3 Amend the bidding process, including the timetables, closing date and any other date at its sole discretion;
- 24.4 Reject the bid proposal submitted by bidders and to embark on a new bid process.
- 24.5 ECDOH reserves the right to award the proposal to more than one service provider.

25. SPECIAL CONDITIONS OF CONTRACT

- Be able to collect purchased items at own cost within the agreed period after payment confirmation
- Once medical equipment has been properly decommissioned in accordance with ECDOH policies—including the wiping of all data, disabling the possibility of reuse, and ensuring that it poses no health, safety, or environmental risk—it may be transported off-site using standard transport arrangements. The bidder must provide a concise security plan that details how goods will be protected from theft, hijacking or loss whilst in-transit from the facility until final destination.
- Bidder be able to comply with following once awarded either ICT or medical equipment:
 - Must provide certificate from a recognised, accredited service provider as proof compliance for the scrubbing of information/ data from all storage devices'
 - Secure data destruction (Certificate of Data Destruction)
 - Compliance for disposal of batteries (Must provide a Certificate of Recycling or Disposal)
 - Disposal must occur at a facility licensed in terms of Waste Management from Department of Environment Affairs or Provincial Department
 - Collect recyclable material/ equipment to an authorised recycler.
 - Disposal of hazardous non-recyclable items/waste must occur at a facility licensed in terms of National Environmental Management Act, 59 of 2008 as amended.
 -
- Acknowledge that assets are sold “as is, where is” with no warranties implied or expressed.

26. EVALUATION CRITERIA

The 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act and its Regulations, shall be used for this contract. Eighty (80) points will be allocated for price, and twenty (20) points for Specific Goals.

The bid will be evaluated as follows:

- Stage 1: Administrative compliance /pre-qualification
- Stage 2: Mandatory/ Non-Negotiable Requirements
- Stage 3: Functionality
- Stage 4: Price and Specific Goals Points

26.1. Stage 1: Pre-qualification evaluation

The purpose of this pre-qualification evaluation is to determine which bid responses are compliant and non-compliant with the bid conditions issued by the ECDoH as part of the bidder process.

- Invitation to bid (SBD1) must be completed and signed
- The bid documentation must be completed comprehensively and correctly (SBD 3.2,4 & 6.1).
- Be a registered entity or individual with valid identification and tax clearance
- Provide a company profile or personal details (if an individual buyer).
- Must attach insurance certificate (details how goods will be protected from theft, hijacking or loss whilst in-transit from the facility until final destination).
- Must be COIDA compliant

26.2. Stage 2: Mandatory/ Non-Negotiable Requirements

The following mandatory compliance requirements shall apply:

- Bidders must submit a waste management license issued by Department of Forestry, Fisheries and Environment or from Provincial Environmental department. (Provide proof of registration)
- Submit an agreement with the relevant municipality for disposal of non-recyclable waste or general waste.
- Attendance of compulsory information session

NB: FAILURE TO COMPLY WITH ANY OF THE MANDATORY CRITERIA ABOVE WILL RESULT IN DISQUALIFICATION OF BIDDERS

25.3. Stage 3: Functionality Compliance

The technical evaluation will be scored out of a total of 70 points, and bidders are required to score a minimum threshold of **50** out of **70** points to be considered to form part of the panel.

Technical evaluation will be conducted in terms of the evaluative dimensions set out hereunder for compliance, where bidders must score a minimum threshold of **(50)** out of a maximum of **(70)** points to be considered to form part of the panel.

NO.	CRITERION	TECHNICAL CRITEREA CATEGORY	MEASURE	SCORE
1	Company Profile NB: Bidders to submit one company profile to assess all criteria	The company profile MUST include the following Company background & history • A summary of key services and offerings relating to asset disposal services • List of business infrastructure relevant to the asset disposal services	Company background & history	(30) 10 points
			A summary of key services and offerings relating to asset disposal services	10 points
			List of business infrastructure relevant to the asset disposal services • Closed back trucks = 5 points • Storage area compliant to environmental laws = 5 points	10 points

NO.	CRITERION	TECHNICAL CRITEREA CATEGORY	MEASURE	SCORE
	GENERAL SUPPORT STAFF	<p>The company must have a support staff members with experience in material(asset) handling, packing and labelling.</p> <ul style="list-style-type: none"> Number of reference letters submitted for support staff member Experience in material handling 	<p>Number of support staff members reference letters.</p> <ul style="list-style-type: none"> 1-2- Reference letters 3-4 - Reference letters More than 4 Reference letters 	<p>(5)</p> <p>2</p> <p>3</p> <p>5</p>
	SECURITY PLAN	<p>The bidder must provide a concise security plan that details how goods will be protected from theft, hijacking or loss whilst in-transit from the facility until final destination.</p>	<p>Submit a detailed Security Plan:-</p> <ul style="list-style-type: none"> A security plan that details how goods/waste will be protected whilst in-transit; A security plan that details how goods will be protected whilst in bidder's facilities 	<p>(10)</p> <p>10</p> <p>5</p>
	Total	<p>70</p> <p>NB: If bidder does not meet the technical evaluation minimum threshold; the bidder will be disqualified. The bidder's that meet the threshold of 50 out of 70 points will be appointed to form part of the panel.</p>		

25.4. PRICE AND SPECIFIC GOALS

80/20 PREFERENCE POINT SYSTEM WILL APPLY. THE BID WILL BE AWARDED TO THE HIGHEST POINT SCORING BIDDER. Responsive bids which comply to this stage evaluation will be evaluated on the 80/20-preference point system in terms of The Preferential Procurement Policy Framework Act, 2000 (act 5 of 2000) and Preferential Regulations, 2022. In terms of regulation 6 of the preferential procurement regulations pertaining to The Preferential Procurement Policy Act (Act 5 Of 2000), responsive bids will be adjudicated by the department on the 80/20- preference points system in terms of which points are awarded to bidders on the basis of:

A maximum of 20 points will be awarded for specific goals.

The following formula will be used to calculate points out of 80 for price.

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

Where

P_s = points scored for comparative price of bid or offer under consideration.

P_t = Comparative price of bid or offer under consideration.

P_{\min} = comparative price of lowest acceptable bid or offer

The following table must be used to calculate the score out of 20 points for Specific Goals

Specific Goals	Weighting (of 20 Points)	Number of points (80/20 system)
Historically Disadvantage Individuals	20%	4
• Women	20%	4
• Youth	20%	4
• Disability	10%	2
Military Veterans	5%	1
Locality EC Based	25%	5
TOTAL	100%	20

- A tenderer must submit proof of its Specific Goals.*
- A tenderer failing to submit proof of specific Goals may not be disqualified, but may only score points out of 80 price, and scores 0 points out of 20 for Specific Goals.*
- The Specific Goals supporting documents required to verify claimed points may in line with the specific requirements include:*
 - Valid CIPC Certificate with percentage ownership or controlling interest or a CSD report reflecting percentage ownership verified from CIPC with ID books of owners.*
 - Medical Certificate / Doctor's medical report (Impairment should be substantially limiting long term or of recurring nature)*
 - Municipal accounts or lease agreement as proof of address or a ward councilors letter*
 - Letter from Department of Military Veterans confirming status.*

The points scored for the specific goal shall be added to the points scored for price and the total shall be rounded off to the nearest two decimal places.

PART 3

BID STRATEGY

1. PROJECT BACKGROUND

The Department of Health is committed to ensuring that all assets which have reached the end of their useful life are disposed of in a manner that is transparent, efficient, and compliant with applicable legislative and environmental requirements. The Department's intention is to promote responsible asset management by identifying suitable service providers who will purchase approved disposable items, including those that may require special handling due to their condition or classification.

This process aims to support good governance, safeguard the environment, and ensure the safe and lawful disposal.

The Department seeks to establish a panel of service providers who may be invited to submit offers whenever approved assets become available for disposal.

2. PROBLEM STATEMENT

- a) The Auditor-Generals recent audit raised significant concerns regarding delays and inefficiencies in the disposal of redundant, obsolete, and unserviceable assets. These delays have resulted in:
 - Accumulation of unusable assets in facilities.
 - Non-compliance with the Public Finance Management Act (PFMA) and related Treasury Regulations.
 - Potential financial and operational risks to the Department.
- b) The primary cause of these delays is the shortage and lack of understanding of dedicated staff at district level and hospital to manage the disposal process in a timely and compliant manner.
- c) To address these challenges, the Department seeks to appoint suitably qualified panel of service providers to undertake and manage the disposal of departmental assets in compliance with all legislative requirements.

3. STRATEGY

The bid will be awarded per region /cluster;

- Two service providers will be allocated for each category i.e.
 - a) Furniture, Domestic & Office Equipment
 - b) Medical Equipment
 - c) ICT Equipment
- The bidder will only be awarded one region per category e.g. if a bidder scored highest points in a region or category, it will be awarded that region & category and may not be considered for another region unless the number of qualifying bidders is less than number of clusters
- If a service provider is unable to perform satisfactory to the region/cluster allocated, DOH can use any service provider allocated to another region/cluster.

BIDDERS MUST INDICATE BY TICKING BELOW FOR THE REGION THEY ARE BIDDING FOR

REGION/CLUSTER	TICK ✓
1. Central Region [<i>Amathole & Buffalo City Metro Districts</i>]	
2. Northern Region [<i>Chris Hani & Joe Gqabi Districts</i>]	
3. Western Region [<i>Nelson Mandela Bay & Sarah Baartman Districts</i>]	
4. Eastern Region [<i>OR Tambo & Alfred Nzo Districts</i>]	

PART 4

1. TERMS OF REFERENCE

The objective is to appoint a panel of service providers to assist with the removal and disposal of furniture & office equipment, ICT equipment and medical equipment for a period of 36 months in all ECDoH facilities. The successful service providers will be appointed to the panel to assist the ECDoH on an ad hoc basis to remove and dispose furniture & office equipment, ICT equipment and medical equipment in all ECDoH facilities.

To achieve the objectives outlined above, the following approach is recommended:

- To ensure the timely and compliant disposal of departmental assets.
- To address audit findings by establishing clear, auditable disposal records.
- To reduce operational and storage costs by removing obsolete, unserviceable and redundant assets.
- To enhance transparency, accountability, and efficiency in the disposal process.

The assets that will be available for disposal are summarized below.

- Furniture, domestic and Office equipment (e.g. Desks, chairs, cabinets etc)
- Medical Equipment (e.g. Radiology Equipment, Medical Devices etc)
- ICT equipment & accessories (e.g. Desktops, laptops, monitors, Routers, cables, switches etc)

SCOPE OF WORK / DELIVERABLES:

Once appointed to the panel, service providers will be expected to undertake the following:-

The appointed service provider will be required to:

- The bidder will be required to view assets and make an offer to the ECDoH for all the assets that require price quotations at the time a request is issued.
- Please note that the bidder will be required to make a bid for all assets available for disposal under each asset category, not individual items.
- The bidder who proposes a highest bid than all other bidders for each asset category will be awarded the project
- The successful bidder will pay the ECDoH at its revenue offices, the agreed amount before collecting the assets from ECDoH's premises
- Remove redundant assets at all ECDoH facilities offices
- Dispose assets in an environmentally sound and compliant manner.
- The appointed service provider will be responsible for dismantling, where necessary before transportation.

CATEGORY SPECIFIC SCOPE OF WORK**CATEGORY A: FURNITURE , DOMESTIC & OFFICE EQUIPMENT**

N/A

CATEGORY B: MEDICAL EQUIPMENT

- De-installation, dismantling, and disposal of obsolete and unserviceable medical equipment at all Eastern Cape Healthcare facilities, with the de-installation process to be led jointly by the ECDOH and the equipment supplier.
- Assessment of list of hazardous and toxic products
- Collection and disposal of all obsolete and unserviceable medical equipment at all Eastern Cape Department of Health Healthcare Institutions.
- The appointed service provider will be responsible for dismantling, where necessary before transportation
- For disposal of radiation emitting medical devices (Radiology Equipment, Medical Devices etc.), notification and disposal approval must be obtained from the Radiation Control Directorate, referencing the device or equipment Licence Number as issued by Radiation Control.
- Hazardous waste disposal entities shall comply with local municipal waste management codes.
- All hazardous waste shall be weighed and weights recorded in a waste disposal certificate or job-card which shall be furnished to the Department by the waste transporter and or disposing entity.
- For Radiation Control licensed radiation-emitting devices, at all times the device License Number and Serial Number shall be recorded on the disposal certificate or job-card issued by the waste disposing entity.

CATEGORY C: ICT EQUIPMENT

Scope of Work: Disposal of Small IT and telecommunication equipment, Screens, cables and batteries.

- Certificate showing the safe and secure removal of data
- Issue a disposal certificate and updated asset list
- Destruction of computer hard drives
- All batteries and mercury from medical equipment should be removed at the site of decommissioning or in a designated, secure, and well-ventilated hazardous waste handling area within a healthcare facility before the device is sent for final disposal.

- All the removed mercury and batteries (lead-acid, alkaline, lithium-ion etc.) shall only be transported and disposed-off by a registered or accredited waste disposal entity i.e. South African Waste Information System (**SAWIS**) and Department of Economic Development, Environment Affairs and Tourism (**DEAT**)
- Proof of accreditation shall be furnished at all times

2. EXPECTED OUTCOMES:

- Compliance with PFMA and Treasury Regulations in asset disposal.
- Reduced asset backlogs at departmental facilities.
- Improved audit outcomes relating to asset management.
- Cost savings in storage and maintenance of obsolete assets

3. REPORTING & ACCOUNTABILITY REQUIREMENTS

- The service provider will report to the Assistant Manager: Asset Management and the person assigned at district or hospital in accordance with the terms and conditions documented in Service Level Agreement, letter of engagement or contract
- Oversight will be provided by the Senior Manager: Asset Management and the CFO.
- Regular progress updates will be required to address AG compliance issues

The Project will be initiated by means of Service Level Agreement and a letter of engagement and verbal briefing (where considered appropriate and necessary).

NB: Eastern Cape Department of Health reserves the right to terminate the services if performance is judged to be unsatisfactory at the end of these reviews.

Part 5 - Schedule B

SBD 3.2

**PRICING SCHEDULE – NON-FIRM PRICES
(PURCHASES)**

NOTE: PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.

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

Name of Bidder.....

Bid number: **SCMU3-25/26-0019-HO**

Bid Description: Appointment of a panel of service providers for the Disposal of Assets for Eastern Cape Department of Health for a period of 36 months

.

Closing Time **11:00** on.....

OFFER TO BE VALID FOR **120** DAYS FROM THE CLOSING DATE OF BID.

NB: QUOTATION WILL BE SOURCED FROM THE PANEL OF SERVICE PROVIDERS ON “AS AND WHEN REQUIRED BASIS”

Required by:

.....

- At:

.....

- **Brand and model**

.....

- **Country of origin**

.....

- **Does offer comply with specification?**

***YES/NO**

- **If not to specification, indicate deviation(s)**

.....

- **Period required for delivery**

.....

- **Delivery:**

***Firm/not firm**

***Delete if not applicable**

BIDDER'S DISCLOSURE**1. PURPOSE OF THE FORM**

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:

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.

.....
.....
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:
.....
.....

3 DECLARATION

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

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

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

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 ENHANCING COMPLIANCE, TRANSPARENCY AND ACCOUNTABILITY IN SUPPLY CHAIN MANAGEMENT SHOULD THIS DECLARATION PROVE TO BE FALSE.

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

Part 5 – Schedule D

Qualifications and Experience

-
1. Details of the extent of the bidders activities and business, e.g. branches etc:

2. A list of minimum 5 existing /previous contracts similar to services solicited in this bid:

Client	Sector: e.g. Health, Education, etc.	Value of Contract	Year	Contact Person	Contact Number (Landline)

3. The number of years that the bidder has been in the business of providing services which are materially the same as the Services:

4. The name of the person who shall manage the Services:

5. Detail such person's qualifications and experience below :

.....
SIGNATURE OF (ON BEHALF OF) BIDDER
.....

NAME IN CAPITALS

In the presence of :

1.
2.

Part 5 – Schedule E
Organisation type

PARTNERSHIP/CLOSED CORPORATION/COMPANY

(delete which is not applicable)

The bidder comprises of the following partners/members/directors:

1. NAME _____

ADDRESS : _____

ID NUMBER: _____

2. NAME : _____

ADDRESS : _____

ID NUMBER: _____

3. NAME : _____

ADDRESS : _____

ID NUMBER: _____

4. NAME : _____

ADDRESS : _____

ID NUMBER: _____

5. NAME : _____

ADDRESS : _____

ID NUMBER: _____

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.

2.

- [illegible]

1.

2.

Part 5 – Schedule G
Details of Bidder's nearest office

Physical address of supplier's office

1 Telephone No of office: _____

3 Time period for which such office has been used by supplier : _____

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.

2.

Part 5 – Schedule H

Financial Particulars

This schedule must be completed by the bidder and submitted together with the bid. If this requirement is not complied with in full the bid may be considered invalid. The bidder must submit proof of financial capacity; a letter from a Financial Institution confirming availability of resources or recent audited financial statements. **Failure to submit will invalidate the bid.**

Nature of Service: _____

Name of bidder: _____

Bid Number: _____

	<u>FINANCIAL POSITION OF BIDDER</u>
	I/we hereby certify that I/we have the necessary financial capacity and resources to execute the above contract successfully for the bid amount. I / we hereby attach letter confirming availability of financial resources from the financial institution. I / we give the ECDOH permission to contact the financial institution below to confirm the information provided; or recent audited financial statements confirming financial viability.
	In the absence of the above, a letter confirming that the bidder has applied for financial assistance from any financial institution and that the institution is willing to favourably consider such application in the event that the bidder is successful, will also satisfy the Department.
NAME OF FINANCIAL INSTITUTION	
ADDRESS	
TEL.NO	
FAX NO	
CONTACT PERSON	

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

In the presence of :

1.

2.

Part 5 – Schedule I
Preference Points Claim Form

PART 5 SCHEDULE I

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE 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

(delete whichever is not applicable for this tender).

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	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5. Failure on the part of a tenderer to submit proof or documentation required in terms of this tender 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 DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.1. POINTS AWARDED FOR PRICE

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

80/20

or

90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

3.2. POINTS AWARDED FOR SPECIFIC GOALS

- 3.2.1. 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 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:
- 3.2.2. 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.

4. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

4.1. POINTS AWARDED FOR PRICE

4.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

Where

- P_s = Points scored for price of bid under consideration
 P_t = Price of bid under consideration
 P_{\min} = Price of lowest acceptable bid

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

(Note to organs of state: Where the 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	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Historically Disadvantage Individual	20% (4)	
Women	20% (4)	
Youth	20% (4)	
Disability	10% (2)	
Military Veterans	5% (1)	
Locality Eastern Cape	25% (5)	
TOTAL	100% (20)	

a). A tenderer must submit proof of its Specific Goals.

- a) A tenderer failing to submit proof of specific Goals may not be disqualified, but may only score points out of 80 price, and scores 0 points out of 20 for Specific Goals.
- b) The Specific Goals supporting documents required to verify claimed points may in line with the specific requirements include:
 - Valid CIPRO Certificate with percentage ownership or controlling interest or a CSD report reflecting percentage ownership with ID books of ownership.
 - Medical Certificate / Doctor's medical report (Impairment should be substantially limiting long term or of recurring nature)
 - Municipal accounts or lease agreement as proof of address or a ward councilors letter
 - Letter from Department of Military Veterans confirming status

The points scored for the specific goal shall be added to the points scored for price and the total shall be rounded off to the nearest two decimal places.

5. DECLARATION WITH REGARD TO COMPANY/FIRM

5.1. Name of company/firm:.....

5.2. VAT registration number:.....

5.3. Company registration number:.....

5.4. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

5.5. DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

5.6. COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

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

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the specific goals have 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 Eastern Cape Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

WITNESSES

1.
2.

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

DATE:
ADDRESS