

Document Identifier	559-235050781	Rev	1
Effective Date	July 2024		
Review Date	July 2027		

#### NATIONAL TRANSMISSION COMPANY SOUTH AFRICA SOC LTD

## **INVITATION TO TENDER (ITT)**

**FOR** 

# LEASE AGREEMENT FOR THE RENTAL OF PREMISES IN GEORGE, WESTERN CAPE FOR A FIVE (5) YEAR PERIOD.

Tender number	E2048NTCSAMWP
Issue date	31 October 2025
Closing date and time	25 November 2025 at 10h00
Tender validity period	150 days from the closing date and time
Clarification meeting	

Tenders are to be submitted electronically via Eskom E- tendering site by the stipulated closing date and time.

Please note it is the responsibility of the supplier to ensure that the tender submission is submitted before the closing time

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#### **Invitation to Tender**

National Transmission Company South Africa SOC Ltd (hereinafter "NTCSA") invites you to submit a *tender* for the Lease Agreement for the rental of premises in George, Western Cape for a five (5) year period The enquiry documents are supplied to you on the following basis:

## 1. Free of charge

NTCSA has delegated the management of this enquiry to the NTCSA Representative whose name and contact details are set out in the Tender Data. The submission of a tender/proposal by you in response to this enquiry will be deemed as your acceptance of the Standard Conditions of Tender which may be accessed at www.NTCSA.co.za.

All queries and clarifications relating to the enquiry documents must be addressed in writing to the NTCSA Representative. No query or clarification may be addressed to any NTCSA official other than the NTCSA Representative.

Escalation of ITT issues to NTCSA Chief Executive or Eskom Group Chief Executive is an avenue of last resort and Tenderers should refrain from escalating ITT issues to this level and should rather submit such to <a href="mailto:ProcurementSupplierComplaints@eskom.co.za">ProcurementSupplierComplaints@eskom.co.za</a>

Yours faithfully

Middle Manager Procurement

Vongani Hlongwani

Date: 28/10/2025

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#### 1.1 Annexures and Returnable Documents to the Tender

The documents listed in this paragraph are either attached to this enquiry or should be submitted by the tenderer.

The tenderer must submit the returnable set out hereunder as part of its tender at the stipulated deadline.

## **NOTE THE FOLLOWING: -**

### \* Returnables required at Tender closing (disqualifiable): -

These returnables are required to be fully completed, signed (if required on the returnable) and submitted with the tender at Tender closing date and time. If not fully completed, signed (if required on the returnable) and/or submitted by tender closing, the tenderer will be disqualified.

## \*\* Returnable required at Tender closing (non-disqualifiable): -

These returnables are required to be fully completed, signed (if required on the returnable) and submitted with Tender at Tender closing date and time; however, if not submitted by Tender closing, or submitted with incomplete information or without a required signature, the Procurement Practitioner will, in writing, request the tenderer to submit the returnable within 5 working days. If the returnable is not fully completed, signed if required and/or received by the Procurement Practitioner within 5 working days of the request, the tenderer will be disqualified.

#### # Returnables required at Tender Closing date and time for evaluation: -

These returnables are required to be submitted at tender closing date and time. These returnables will not be requested by the Procurement Practitioner. A tenderer that does not submit the required returnable at stipulated deadline or submits an incomplete returnable; will not be disqualified but will score zero.

No.	Description	Annexure	Attached (Y / N / N/A)	Returnable required at Tender closing (disqualifiab le)*	Returnable required at Tender closing. (Non-disqualifiable) **	Returnable required prior to Contract Award.
1.1.1	Electronic copy of the tender in a PDF format. The price list needs to be submitted in PDF and a copy in excel format (The limit is 50MB per file and		N/A	<b>√</b>	-,	

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	total submission of				
	900MB per submission)				
	Joolnip bei annilliagion)				
1.1.2	*Authorisation Form	Annexure A	Υ	<b>√</b>	
1.1.3	*Acknowledgement form	Annexure B	Y	V	
1.1.5	Acknowledgement form	Allilexule D	'	V	
1.1.4	*Tenderer's particulars	Annexure C	Υ	V	
1.1.5	*Integrity Declaration Form	Annexure D	Υ	V	
1.1.6	*CPA Requirements for Local Goods/Services Note: If not submitted, tenderers will not be disqualified however prices will be evaluated as fixed and firm, and the contract price will be treated as fixed and firm for the entire duration of the contract.	Annexure E	Y	\ 	
1.1.7	*CPA(IG) for Foreign Goods/Services (if applicable)	N/A	1		
1.1.8	SBD 6.2 Declaration Certificate for Local Production and Local Content	N/A			
1.1.9	*SBD 1 Invitation to Bid must be filled out by all tenderers and submitted with the tender at tender submission deadline Foreign suppliers will be subjected to SARS verification and confirmation of whether the respective supplier is liable to be registered for tax in South Africa	Annexure H	Y	<b>V</b>	
1.1.10	Tax Clearance Certificates  A certified copy of a tax clearance certificate is required from foreign tenderers (with a			\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	

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	footprint in South Africa					
	but that are not					
	registered on CSD and					
	have not provided a					
	SARS pin number) and					
	local tenderers (that have					
	not provided their SARS					
	e-filing PIN number for					
	verification by NTCSA					
	and/or their CSD profile /					
	CSD number).					
	Foreign suppliers with no					
	footprint in South Africa					
	must complete the SBD1					
	document; however, no					
	proof of tax compliance					
	is required.					
1.1.11	Tax Evaluation	Attached				
1.1.11	questionnaire to	Allached			٧	
	•					
	determine whether a					
	company, close					
	corporation (CC) or Trust					
	is a personal service					
	provider for purposes of					
	PAYE				1	
1.1.12	*SBD 6.1 Preference	Annexure I	Υ		$\sqrt{}$	
	Points Claim Form in					
	terms of PPPFA 2022					
	regulations					
1.1.13	# Specific Goals				$\sqrt{}$	
	A tenderer's failure to					
	submit proof that it meets					
	the specific goals will not					
	result in its					
	disqualification. The					
	tenderer will, however,					
	be scored zero for					
	Specific Goals for					
	purposes of PPPFA					
	scoring and ranking.					
1.1.14	Compliance with					
	Employment Equity Act					
	To the extent that the					
	tenderer falls within the					
	definition of a					
	"designated Employer"					
	as contemplated in the					
		I				

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	Employment Equity Act					
	55 of 1998, the tenderer					
	is required to furnish the					
	Employer with proof of					
	compliance with the					
	Employment Equity Act,					
	including proof of					
	submission of the					
	Employment Equity					
	report to the Department					
	of Labour. (South African					
	tenderers only)					
1.1.15	*SBD 4 – Bidders	Annexure J	Υ		$\sqrt{}$	
	Disclosure					
	ditional Documents requir	ed in event of J	V:-			
1.1.16.1	Letter of intent to form a				$\sqrt{}$	
	JV/consortium or Valid					
	joint venture agreement					
	confirming the rights and					
	obligations of each of the					
	joint venture partners					
	and their profit-sharing					
	ratios.					
1.1.16.2	Separate written				$\sqrt{}$	
	confirmation that the joint					
	venture will operate as a					
	single business entity					
	(incorporated) for the					
	duration of the contract,					
	or this may be included					
	as an obligation within					
	the JV agreement.					
1.1.16.3	Details and confirmation					V
	of a single designated					,
	bank account in the					
	name of the JV and					
	independent of the					
	individual JV partners, as					
	set out in the joint					
	venture agreement.					
		I				
1.1.17	Reverse e-auction		Not appl	icable		
	training		140ε αρρί	icabio		
	acknowledgement form					
1.1.18	Reverse e-auction	Not applicable				
1.1.10	process (if applicable)		ινοι αρμι	เฉมเธ		
1.1.19	E-tendering Help Manual	Attached			√	
1.1.18		Allacited			٧	
	acknowledgement form					

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		T	I	1	T	
1.1.20	E-tendering Help Manual for supplier	Attached				
1.1.21	CIDB	Not applicable				
1.1.22	CIDB Contract Skills Development Goals (CSDG)		Not applicable			
1.1.23	Building/Civil: Contract Skills Development Goals (CSDG)		Not app			
1.1.24	CIDB indirect Targeting Enterprise for Works		Not app	licable		
1.1.25	Contract Participation Goals (CPG) (if applicable)		Not app	licable		
1.1.26	Scope of Work	Attached	Υ			
1.1.27	Master Lease Agreement	Attached	Υ			
1.1.28	Pricing Schedule/BOQ as indicated in the Lease agreement as Annexure A Lease Schedule	Attached	Y	V		
1.1.29	Additional documents	Refer to techn	ical evaluation	criteria		
1.1.30	Standard Terms and Conditions				V	
1.1.31	Supplier Non-Disclosure Agreement				V	
1.1.32	SD&L Undertaking				$\sqrt{}$	
1.1.33	Insurance Deductibles				$\sqrt{}$	
1.1.34	List of Acceptable Guarantors (where applicable)	Not applicable				
	ORY CONTRACTUAL REQ	UIREMENTS S	UPPORTING I	EVIDENCE [ap	pplicable to all t	enders]
1.1.35	Mandatory Contractual Requirement Proof of valid and current CSD Registration (CSD number/CSD Report)					<b>√</b>
	[applicable to all tenderers of local origin and foreign tenderers with local footprint]					
ADDITION	NAL CONTRACTUAL REQU	<b>JIREMENTS SU</b>	JPPORTING E	VIDENCE		

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1.1.36 Safety √

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				1	1	
	Refer to Safety					
	requirements in the					
	tender advert.					
1.1.37	Quality					
	Refer to Quality					
	requirements in the					
	tender advert.					
1.1.38	Environmental					$\sqrt{}$
	Refer to Environmental					
	requirements in the					
	tender advert					
1.1.39	Due Diligence/financial					$\sqrt{}$
	analysis Audited					
	Financial Statements of					
	the tenderer for the					
	previous 18 months, or to					
	the extent that such					
	statements are not					
	available, for the last					
	year.					
	In the case of a joint					
	venture or special					
	purpose vehicle (SPV)					
	specially formed for this					
	tender, audited financial					
	statements for each					
	participant in the JV /					
	SPV must be submitted.					
	Start-up enterprises					
	formed within the last 12					
	months are not required					
	to submit audited					
	financial statements, but					
	if successful in this					
	enquiry; will be required					
	to furnish statements for					
	the first year once					
DOC: 117	available.	INIOTION (T	(TEOLINIO : :	ODITES: 1		
	NTS REQUIRED UNDER FU	JNCTIONALITY	TIECHINICAL	CRITERIA	Г	_
1.1.41	Functionality/Technical			V		
	[required for evaluation					
	/scoring]					

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As per Technical Evaluation criteria			
stipulated below.			

#### Technical Evaluation criteria

An occupancy certificate is mandatory, but tenderers will not be disqualified when submitting tenders, but documents must be provided before site evaluation is done, should they meet the minimum threshold stipulated in the technical evaluations

Technical evaluation criteria with weightings (in percentages) for goods or services as follows:

No.	Description of criteria elements	Scoring Criteria		Overall, Weight
1.	acceptable.	Photographs of the property Any relevant certificates or permits	15%	15%
	<ul> <li>storage for production equipment, workshop should allow for installation for work benches 10% variance acceptable.</li> </ul>	Confirmation not provided but commitment to provide when required	7.5%	
		Not provided and no commitment to provide confirmation.	0%	
	Provide most recent service reports or certificate not older than 31 December 2024 (for lifts where		10%	10%
	applicable, pumps where applicable, aircons, service doors, fire equipment, doors). The tenderer to		5%	
	indicate what is applicable to their building when submitting reports.	Provided less than 50%	0%	
•	·	Report with all certificates provided	10%	10%
	Civil and structural (structure, roofs, walls, drainage).	Report provided without certificates / older than 3 years	5%	
	In case of the building being vacant, the supplier must indicate and provide the last condition assessment reports and certificates.	No report / no certificate provided	0%	
		Provided		

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	Property / building plans (as built drawings/floor		10%	10%
	plans for the leased premises)	Not provided	0%	7
5.	Preference for single building	Single building	10%	
		Multiple buildings in the same complex. With access to roof	5%	10%
		Multi-buildings	2.5	
6.	Availability of Back-up power (Generator, UPS):	Available / commitment		
	In good working condition and connected for emergencies	provided for installation and maintenance records.	400/	
	emergencies		10%	
	- Pagerd of maintenance to be provided	Available / commitment		400/
	Record of maintenance to be provided.	provided for installation and	5%	10%
	If not available, commitment (in writing) should	without maintenance records.		
	be made to provide back-up power within 6	Unavailable and no	0%	
	months of occupancy.	commitment to install.		
7.	Parking availability within the perimeter fence of the	Covered secure parking	10%	
	property	Combination of secure	7.5%	
	Approximately 9-20 covered parking bays &	covered parking and open	1.070	
	open parking for trucks	parking bays		
		Secure open parking bays	5%	10%
		No Darking or <0 hove within	0%	_
		No Parking or ≤9 bays within	U%	
		the perimeter fence will be		
<u> </u>	Tayya / City / Nia dal Camtra	cause for disqualification	450/	
3.	Town/ City/ Nodal Centre:  The property must be in close proximity to the	≤ 3 Km radius	15%	
	current NTCSA offices in George, Western Cape.	>3km - ≤5 Km radius	10%	15%
	A property profile with print out of google maps	>5 km radius	5%	_
	indicating location of the property to be provided.	o Mirradias	070	
9.	Backup water storage	Available / commitment		
	In good working condition and connected for emergencies	provided for installation and maintenance records.	10%	
	Record of maintenance to be provided.	Unavailable and no	0%	10%
	If not available, commitment (in writing) should be made to provide back-up water within 6  months of accurages.	commitment to install.		
	months of occupancy.  Total Score			100%
	Total Score			100 /0

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Minimum Thresho	old to be considered for further evaluation	70%

The evaluation committee reserves the right to disqualify any bidder that fails to meet the mandatory site evaluation criteria. Only bidders who fully comply with all on-site evaluation requirements, as specified in the technical criteria, will be eligible to proceed to the next stage of evaluation.

#### 1.2. Tender Data

The Tender Data makes several references to the Standard Conditions of Tender and in those instances, the clause numbers are referenced hereunder. If the Standard Conditions of Tender are not attached to the enquiry, then tenderers are required to download this from <a href="www.NTCSA.co.za">www.NTCSA.co.za</a>. The "Tender Data" as detailed herein shall take precedence over the Standard Conditions of Tender in the event of any ambiguity or inconsistency between the two documents.

Clause Number from Standard Conditions of Tender	Tender Data
1.1 Parties	The Employer is NTCSA SOC Ltd
	The NTCSA Representative is: Name: LC Sekgothe E-mail: Sekgotlc@eskom.co.za
1.3 Enquiry documents	The Invitation to tender number is:
	See the content list above for the enquiry documents.
1.4 Type of enquiry	This enquiry is:
	An open invitation to tender
1.6 NTCSA's rights to accept or reject any tender	The tender shall be for the whole contract.
2.1 Eligibility	Tenderers (whether a single company or an incorporated or unincorporated joint venture or consortium) must meet the eligibility criteria stated in the Tender Data. The tenderer, or any of its principals, must not be under any restriction to do business with NTCSA or State-Owned Companies.  Tenderers are ineligible to submit a tender if:
	<ol> <li>Tenderers have the nationality of a country on any international sanctions list. A tenderer shall be found to have the nationality of a country if the tenderer is a national or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract including related services.</li> <li>Tenderers submit more than one tender either individually or as a partner in a joint venture or consortium except on an E-Tendering</li> </ol>

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system where there is a limit size (900MB) for submission and the tenderers may submit more than one submission with the same tender number. This submission must be clearly marked as not an alternative tender, but rather should cater excess information that exceeded the acceptable size limit.

- **3.** Tenders submitted by a joint venture or consortium where the JV/consortium agreement does not explicitly state that the parties of the JV or consortium shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms.
- **4.** A Tenderer must not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. Prima facie evidence that a tenderer has a conflict of interest with one or more parties in this tendering process is:
  - (a) they have a controlling partner or majority shareholder in common; or
  - (b) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the tender of another tenderer, or to influence the decisions of the Employer regarding this bidding process;
- **5.**Tenders signed by non- authorised persons.
- **6.** Any tenderer that is restricted by National Treasury.
- 7. Any tenderer on the Tender Defaulters list.
- **8.** A tenderer that sub-contracts 100% of the Scope of Work.
- **9.** Flagged suppliers.

# Ineligible of the flagged suppliers/tenderers will be due to the following reasons:

- a) Those suppliers implicated in serious misconduct by the Zondo Report or the SIU pending the finalisation of supplier disciplinary measures against these suppliers; and
- b) Other suppliers implicated in serious misconduct and a breach of the Eskom Supplier Integrity Pact by a forensic report or other source of credible information, such as the SAPS, the NPA, the SIU or other related source.
- c) List of Restricted Suppliers and Defaulters as per PRECCA as issued by National Treasury

The implications of this "flag" are as follows:

 No new contracts or extension of existing contracts may be awarded to the supplier pending finalisation of supplier disciplinary processes against the supplier. Where a As such, the supplier's bid should be removed from any tender evaluation at the "eligibility" or "compliance" assessment stage of the evaluation.

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	NTCSA will disqualify tenderers that are found not to have met the eligibility criteria.
2.2 -2.5 Tender Closing	The deadline for tender submission is: Date 25 November 2025 Time 10h00
	Late Tenders will not be accepted.
	Tenders are uploaded via NTCSA Tender bulletin site on the Eskom E- tendering page
2.9 Submitting a tender	For Electronic Tender Submissions
	The tenderer must upload the tender via NTCSA Tender bulletin site on the Eskom E- tendering page. The documents need to be upload under the folder Technical, Commercial, Financial, and other.
	All documents need to be submitted in a PDF and Excel format (The limit is 50MB per file and total submission of 900MB per submissions). The price list needs to be submitted in PDF and a copy in excel format
	No Zip/condense files can be uploaded No hard copy will be accepted
	If for some reason you resubmit your tender, then the latest version of the tender submitted will only be accepted and all previous submission/s will be null and void.
	Please ensure that the submission status is indicated as complete.
	Supplier Help Manual guide and video can be found on Eskom E- Tendering page.
2.12 Tender Validity Period	The tender validity period is 150 days:
	NTCSA may extend the validity period for a specified additional period. Should extension of validity be required by NTCSA, tenderers agreeing to the request will not be required or permitted to modify a tender. If a tenderer modifies a tender, such a tender will be disqualified from the evaluation process.
2.15 Site/clarification meeting	A <b>non-compulsory clarification meeting</b> with representatives of NTCSA will take place as follows:
	Date: 07 November 2025 Time: 14h00 Venue: MSTeams

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	Link: Clarification meeting George Lease Agreement   Meeting-Join   Microsoft Teams
	Tenderers must confirm their intention to attend with the NTCSA Representative, stating the name, position and contact details of each proposed attendee.
	Please note that if the tender stipulates that a site/clarification meeting is mandatory/compulsory, then tenderers must attend such meeting. Tenderers that do not attend such mandatory/compulsory meeting will be disqualified and will not be evaluated.
2.16 Seeking clarification	The tenderer will notify NTCSA of any clarifications required before the closing time for clarification queries, which is <b>10</b> working days before the deadline for tender submission. This includes the requests for extension for tender closing date.
	Any addenda or clarifications to the Invitation to Tender (ITT) will be posted on the e-tender portal and the Tender Bulletin. Tenderers must review these platforms for updates before finalizing their bid submissions. NTCSA will not be responsible for any disadvantages or disqualifications resulting from Tenderers not accessing the latest ITT information.
2.22 Alternative tenders	Alternative tenders are not allowed.
2.32 Cataloguing	The successful tenderer may be required to provide the cataloguing information per item after contract award, and in that instance, will need will to ensure that all materials delivered to NTCSA are labelled in line with NTCSA's labelling specifications as may be stipulated. Where cataloguing is a requirement, the Pricing Schedule must also include a line item for cataloguing, which tenderers are required to quote for. NTCSA will pay for the cataloguing.
2.33 Provision of Security for Performance	Not Applicable
3.4 Tender Opening	For E-tendering. There will be no public opening of tenders. Tenders will be downloaded electronically.
3.5 Prices to be read out or not	Prices will not be read out.
3.9 Basic Compliance	Basic compliance with this enquiry requires a tenderer to meet all the following requirements:
	Basic compliance for this invitation to tender are:
	<ul> <li>Meet the eligibility criteria.</li> <li>Submit a complete original tender with commercial, financial and technical information.</li> </ul>

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	Submit the mandatory commercial tender returnables at the stipulated deadlines.		
	For E-Tendering, a tenderer's failure to have submitted/uploaded tender documents will render the tender non-responsive.		
3.10 Mandatory tender returnables	A tenderer that does not submit mandatory documents or the complete information required in mandatory documents by the deadlines stipulated in the Tender Returnable section will be deemed non-responsive.		
3.12 Functionality requirements	Refer to evaluation criteria for George Lease agreement  A weighted scorecard approach will be used to evaluate technical compliance of the tenderers:		
	Functionality Criteria	Weighting	Minimum Threshold
	Technical	100%	70%
	lead to immediate disqualification and will not be legible for further evaluations.  Functionality evaluation will follow the following methodology:  • Evaluate submissions against functional criteria.  • Rate each submission against each criteria.  • Apply weightings and calculate total functional score.  • Eliminate tenders below minimum Threshold.		
3.14 Evaluation of Price	Either 80/20 or 90/10 preference point system will be used to evaluate the tender and will be based on a five (5) step evaluation process.  Prices will be evaluated as follows:  Making the specified correction for arithmetical errors.  Making an adjustment based on the application of the quantitative information entered by tenderers in the Contract Data provided by the Contractor to provisional amounts assessed by Employer's Agent.		
	<ul> <li>Preference analysis will be applied as follows:</li> <li>The PPPFA preference point system - 80/20 or 90/1 estimated values below or above R50M inclusive of VAT) will to the acquisition of this service based on the estimated but</li> <li>Prices will be scored out of 80/90 points and B-BBEE status scored out of 20/10 points in accordance with PPPFA. If a term</li> </ul>		

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fails to submit proof of B-BBEE status level the tender will not be disqualified, but tenderer:

- May only score points out of 80/90 for price; and
- Scores 0 points out of 20/10 for B-BBEE.
- Tenderers will not be disqualified if they do not comply with the contractual requirements before contract award. After ranking of tenders, Eskom will allow tenderers to submit the contractual requirements within a certain period of time. Failure to do so within the stipulated date and time may render a tender ineligible for contract award.

## 3.16 Evaluation of Specific Goals

A maximum of 10/20 points may be awarded to a tenderer for the specific goal specified for the tender. The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places. Subject to section 2(1)(f) of the Preferential Procurement Policy Framework Act, the contract must be awarded to the tenderer scoring the highest points.

contract mast be awarded to the tenderer cooming the mightest pointe.			
1	10	20	
2	9	18	
3	6	14	
4	5	12	
5	4	8	
6	3	6	
7	2	4	
8	1	2	
Non-compliant contributor	0	0	

NB: The following documents are required to claim preference points,

- Valid B-BBEE certificate issued by a SANAS accredited verification agency / sworn affidavit / CIPS affidavit
- Proof of ownership / shareholding (preferably CIPC documentation) inclusive of shareholding breakdown
- Certified ID copies of shareholder(s)
- Proof of Disability (where applicable)

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	Tenderer failing to provide documentation for the allocation of preference points will not be disqualified, but'		
	<ul> <li>May only score point out of 90/80 for price</li> <li>Scores 0 points out of 10/20 for specific goals</li> </ul>		
3.17 Ranking of tenders	Tenderers will be ranked by applying the preferential point scoring for the 80/20 system. NTCSA will add the score from Pricing and Specific Goals together and rank the suppliers from the highest to the lowest.		
3.18 Objective Criteria	Objective criteria are applicable.		
	Please note that NTCSA may award the contract to a tenderer other than the highest scoring if objective criteria justify the award.		
	The following objective criteria apply to the enquiry:		
	Valid B-BBEE certificate issued by a B-BBEE verification professional/sworn affidavit (As prescribed by the B-BBEE Codes of Good Practice; or any other requirement prescribed in terms of the Broad-Based Black Economic)		
	A tender that fails to submit any of the above requirements to demonstrate compliance to B-BBEE Codes of Good Practice will not be justified for award.		
3.19 Reverse e-auction	Reverse e-auction is not applicable		
Contractual Requirements	Mandatory Contractual Requirements that <b>must</b> be included in all tenders is the following:-		
	Proof of CSD registration		
	Please Note: Unlike the Additional Contractual requirements hereunder that may be applied for a specific tender, proof of CSD registration is a mandatory requirement for all tenders.		
	Additional Contractual Requirements:		
	<ul><li>SHEQ requirements;</li><li>Financial viability.</li></ul>		
	Contractual Requirements are not evaluation criteria. They will be assessed after the evaluation and ranking of the tenders.		

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	Proof that the tenderer recommended for award has met the stipulated contractual requirements must be submitted prior to contract award.  Failure to meet stipulated Contractual Requirements by the stipulated deadlines may result in the tenderer being regarded as non-responsive and ineligible for contract award.	
Payment Terms	Tenderers are requested to bear in mind NTCSA's standard payment terms as stipulated hereunder when submitting tenders and concluding contracts with NTCSA:	
	For contracts valued below R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying Suppliers within 30 days of receipt of undisputed invoices.	
	For contracts valued above R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying suppliers within 60 days of receipt of undisputed invoices.	
3.22 Sign form of Agreement/ Contractual Conditions	The conditions of contract will be master lease agreement	
2.28 CIDB Requirements (where applicable for Engineering and Construction Works Contracts)	CIDB Requirements are not applicable.	

#### Please note:

Tenderers are requested to bear in mind NTCSA's standard payment terms as stipulated hereunder when submitting tenders and concluding contracts with NTCSA:

For contracts valued below R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying Suppliers within 30 days of receipt of undisputed invoices.

For contracts valued above R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying suppliers within 60 days of receipt of undisputed invoices.

NTCSA reserves the right to negotiate with preferred bidders after a competitive bidding process or price quotations should the tendered prices not be market-related.

Main contractors/ suppliers are discouraged from subcontracting with their subsidiary companies as this may be interpreted as subcontracting with themselves and / or using their subsidiaries for fronting. Where a main contractor subcontracts with a subsidiary, this must be declared in its tender documents.

A report containing a list of potential sub-contractors may be drawn by accessing the following link: <a href="https://www.csd.gov.za">www.csd.gov.za</a>

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"proof of B-BBEE status level of contributor" means-

- (a) the B-BBEE status level certificate issued by an authorised body or person; or
- (b) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
- (c) any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act

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#### **ANNEXURE A**

### **AUTHORISATION FORM**

Indicate the status of the *tenderer* by ticking the appropriate box below.

A COMPANY	B CLOSE CORPORATION	C PARTNERSHIP	D JOINT VENTURE	E SOLE PROPRIETOR

The *tenderer* must complete the appropriate certificate set out below for its category of organisation. If the *tenderer* is a company, close corporation or joint venture, the *tenderer* must attach a certified copy the document that is proof of the contents of the certificate (resolution of the board of directors of a company, members' resolution of a close corporation, or power of attorney in the case of a joint venture).

Note further that the authorised representative of the *tenderer* will in addition be required to sign the form at the end in addition to the relevant certificate for category of organisation.

A. Certificate for company		
l,	, in my capacity as _	
of the board of directors of		
_, hereby confirm that by resolution of the bo	ard taken on	_ (date), Mr/Ms
, ac	ting in his/her capacity of $\_\_$	
, is authorised to submit t	his tender on behalf of the co	mpany, and to sign
all documents in connection with this tender a	and any contract that may res	ult from it on behalf
of the company. The resolution of the board i	s annexed to this Form.	
Signed:	Date:	
Name:	Position:	

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B. Certificate for c	iose corporation	n		
I,		, in	my capacity as mem	ber of
			_ , hereby confirm th	at by majority
vote of the members	s taken on	(date), Mı	<sup>-</sup> /Ms	
		ity of		
authorised to submit	t this tender on b	ehalf of the close cor	poration, and to sign	all documents
in connection with the	nis tender and ar	ny contract that may r	esult from it on beha	If of the close
corporation. The me	mbers' resolution	n is annexed to this F	orm.	
Signed:		Date:		
Name:		Position:		
		(Member)		
C. Certificate for p	·	<b>partners</b> in the busine	ess trading as	
		hereby authorise Mr		
		_ nereby dutionse wii/		
		in connection with th		
result from it on our	•	, in Connection man un		a det a lat may
Name	Address		Signature	Date
1				

NOTE: This certificate is required to be completed and signed by the full number of Partners necessary to commit the Partnership. Attach additional pages if more space is required.

### D. Certificate for Joint Venture

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We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise

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Mr/Ms			
Venture, to sign all documents in			
from it on behalf of all the membe			ly contract that may result
			ov signed by the legally
This authorisation is evidenced authorised signatories of all the m	•	·	ey signed by the legally
authorised signatories of all the fi	iembers	in the John Venture.	
Furthermore we attach to this Form	m a copy	of the Joint Venture Agre	eement which incorporates
a statement that all members in	the Jo	int Venture are liable joi	ntly and severally for the
execution of the contract, a term t	that indic	cates the member that wil	l be the lead member, and
terms that indicate the ratios acc	ording to	o which work and payme	nt will be divided amongst
the members.			
Name of JV member	Addres	SS	Authorised signature, name and capacity
Lead partner			
E. Certificate for sole proprieto	or		
l,		, hereby confirm that	I am the sole proprietor of
the business trading as			
Signed:		Date:	
Name:	F	Position:	
	(	Sole Proprietor)	

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<u>NOTE</u>: The table hereunder to also be fully completed by all *tenderers* irrespective of the category of organisation selected and completed above.

Name of tenderer:	
Full names of authorised signatory:	
Designation and capacity:	
Signature of authorised signatory	
Date of signature:	

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## <u>ANNEXURE B</u>

## **ACKNOWLEDGEMENT FORM**

	re in receipt of the Invitation to Tender/Proposal from NTCSA SOC Ltd and the ving addenda issued by NTCSA:
We co	onfirm that the documentation received by us is: (Indicate by ticking the box)
	ect as stated in the Invitation to Tender / RFP Content List, and that each document is lete. "
Or:	Incorrect or incomplete for the following reasons: "
<u>Catal</u>	oguing Acknowledgement:
Pleas	se select the relevant statement by ticking the appropriate box below:
1. 2.	We agree to provide the cataloguing information as described in the enquiry " We have already supplied NTCSA with the cataloguing information pertaining to this enquiry in a previous contract/order [insert previous contract/order number] "
3.	We do not intend to provide the required cataloguing information for the reasons stated hereunder: "
4.	We are a Distributor/Importer/Agent and our Principal, being the Original Equipment Manufacturer (OEM), is or is not [ <b>delete whichever is not applicable</b> ] in the position to supply cataloguing information for items. We attach the letter from the OEM

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confirming its position.



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Invitation to Tender/Request for Proposal No:	
Name of Tenderer:	
Country of registration:	
Full names of contact person:	-
Contact details:	
Tel (landline):	
Cell phone:	
e-mail address:	
	•
Name of tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

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## **ANNEXURE C**

## **TENDERER'S PARTICULARS**

The tenderer must furnish the following particulars where applicable:

The tenderer must furnish the following particulars where applicable.				
Indicate the type of tendering structure by marking with an 'X' (where applicable provide registration number):				
Individual tenderer				
Unincorporated Joint venture (registration number for each member of the JV)				
Incorporated JV				
Other				
Please complete the following:				
Name of lead partner/member in case of JV				
CIPC Registration Number or CIPC disclosure certificate (for individual companies and each JV member)				
VAT registration number (for individual companies and each JV member)				
CIDB registration number (for individual companies and each JV member), contractor grading designation (for individual companies and each JV member) and combined cidb contractor grading designation (for JVs)				
Contact person				
Telephone number				
E-mail address				
Postal address (also of each member in the case of a JV)				
Physical address (also of each member in the case of a JV)				
If subcontractors are to be used, indicate the following fapplicable.	for the ma	ain sub-contractor(s). Add to the list of		
Name of contractor				
CIPC Registration number or CIPC disclosure certification	te			
VAT registration number				
CIDB Registration number (if applicable) and CIDB graspecified for the sub-contractor as may be stipulated in Tender Data				

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Proposed Scop	e of work to be done by sub-contractor
Contact person	
Telephone num	ber
Fax number	
E-mail address	
Postal address	
Physical addres	SS
1.	If you are currently registered as a vendor with NTCSA, please provide your Vendor registration number with NTCSA.
2.	If you are currently registered as a vendor on the National Treasury's Central Supplier Database (CSD), please provide your supplier registration number with Treasury
3.	Please note that it is not mandatory for you to be registered on National Treasury's

- 4. You may register online at National Treasury website on <a href="www.treasury.gov.za">www.treasury.gov.za</a>
- **5.** If you are registered on SARS E-filing system, please provide your PIN number in order to verify your tax compliance status \_\_\_\_\_

CSD at the time of responding to this tender. It is, however, a mandatory requirement

6. If you are required to be tax compliant as per SBD 1 but are not registered on CSD (foreign suppliers) or have not provided your SARS E-filing PIN, please confirm that you have attached or will furnish a copy of a current valid tax compliance certificate as a tender returnable by contract award stage.

YES	NO	

that you be registered on CSD prior to award.

- 7. If sub-contracting is prescribed in the enquiry, tenderers must complete 7.1 to 7.9.
- 7.1 Confirm if you intend sub-contracting

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YES NO	
7.2 What percentage will you be sub	o-contracting?%
7.3 To whom do you intend sub-con	tracting?
7.4 Is the said sub-contractor registe	ered on CSD?
YES NO	
7.5 If yes to 7.4, please provide CSE	D number
7.6 Please confirm B-BBEE level of	said sub-contractor
7.7 Please confirm that you have att	ached your signed intention to sub-contract document.
YES NO	
Name of tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

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#### ANNEXURE D

#### **INTEGRITY DECLARATION FORM**

Note: This returnable is required to be fully completed, signed and submitted by tenderers at the stipulated deadlines.

#### 1 DECLARATION OF INTEREST

I/We understand that an employee of the State as defined in the Public Service Act of 1994 is prohibited from conducting business with any organ of state and from being a director of a public or private company that conducts business with an organ of state.

I/We understand that any natural/legal person, including any natural legal person related to an NTCSA employee/director as per the definition of "related" set out hereunder, may submit a tender to NTCSA. However, in order to establish whether a conflict of interest exists tenderers are required to declare such interest/relationships where:-

- 1. the *tenderer*/s employees/directors are also employees/contractors/consultants/ directors of NTCSA.
- 2. the *tenderer*/s employees/directors are also employees/contractors/consultants or directors in another entity together with NTCSA employees/consultants/contractors/ directors.
- the *legal entity including its employees/contractors/ directors / shareholders /members /partners / owners* on whose behalf the tender documents are signed, is/are in some other way related to an NTCSA employee/contractor/consultant/director involved in the tender specification/ tender evaluation/tender adjudication/negotiation.
- 4. the tenderer/s and one or more other tenderers in this tendering/RFP process have a controlling partner in common, or have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence over the tender/proposal of another tenderer, or influence over the decisions of NTCSA regarding the bidding process;

#### Related:

- (1) When used in respect of two persons, means persons who are connected to one another in any manner contemplated below:
  - (a) an individual is related to another individual if they-
    - (i) are married, or live together in a relationship similar to a marriage; or
    - (ii) are separated by no more than two degrees of natural or adopted consanguinity or affinity;

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- (b) an individual is related to a juristic person if the individual directly or indirectly controls the juristic person, as determined in accordance with the definition of control as set out in subsection (2) below; and
- (c) a juristic person is related to another juristic person if-
  - (i) either of them directly or indirectly controls the other, or the business of the other, as determined in accordance with subsection (2) below;
  - (ii) either is a subsidiary of the other; or
- (iii) a person directly or indirectly controls each of them, or the business of each of them, as determined in accordance with subsection (2) below.

"related person", when used in reference to a directors/shareholders/members/partners/owners, has the meaning set out in 3.3.16, but also includes a second company of which the directors/shareholders/members/partners/owners or a related person is also a director directors/shareholders/members/partners/owners, or a close corporation of which the director or a related person is a member.

#### Control:

- (2) For the purpose of subsection (1) above, a person controls a juristic person, or its business, if-
  - (a) in the case of a juristic person that is a company-
  - (i) that juristic person is a subsidiary of that first person, as determined in accordance with the Companies Act1; or
    - (ii) that first person together with any related or inter-related person, is-
      - (aa) directly or indirectly able to exercise or control the exercise of a majority of the voting rights associated with securities of that company, whether pursuant to a shareholder agreement or otherwise; or
    - (bb) has the right to appoint or elect, or control the appointment or election of, directors of that company who control a majority of the votes at a meeting of the board;
  - (b) in the case of a juristic person that is a close corporation, that first person owns the majority of the members' interest, or controls directly, or has the right to control, the majority of members' votes in the close corporation;

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- (c) in the case of a juristic person that is a trust, that first person has the ability to control the majority of the votes of the trustees or to appoint the majority of the trustees, or to appoint or change the majority of the beneficiaries of the trust; or
- (d) that first person has the ability to materially influence the policy of the juristic person in a manner comparable to a person who, in ordinary commercial practice, would be able to exercise an element of control referred to in paragraph (a), (b) or (c) of subsection (2).

"To give effect to the provisions above, please complete the table hereunder with all required information.

Full Name & Capacity/ Position within tenderer (e.g. employee/Director/member/ owner/shareholder)	Identity Number	Confirm and provide details (including employee number) if you are an employee/consultant/ contractor and/or director of a State/State owned entity.	Full Names & Capacity/Position of NTCSA employee/ consultant/contractor and/or director details of the relationship or interest (marital/ familial/personal/ financial etc.)	To your knowledge is this person involved in the specification/ evaluation/ adjudication/ negotiation of tenders?

If any employee/director/member/shareholder/owner of the tenderer/s is also currently employed by NTCSA,
state whether this has been declared and whether there is authorisation to undertake remunerative work outside
public sector employment and attach proof to this declaration.
[Yes/No]

Do the tenderer/s and any other tenderer/s in this tendering/RFP process share a controlling partner or have any relationship with each other, directly or through common third parties? \_\_\_\_\_([Yes/No]]

If Yes, attach proof.

#### **2 DECLARATION OF FAIR TENDERING PRACTICES**

The tenderer declares that it has taken all reasonable steps to address and prevent the exploitation of the procurement process and the use of any unfair tendering practices.

A tender/proposal will be disqualified if the tenderer/s, or any of its directors have:

- 1. abused NTCSA's procurement process (e.g. bid rigging/collusion); or
- 2. committed fraud or any other improper conduct in relation to such procurement process.

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Please complete the declaration with an 'X" under YES or NO

Item	Question	Yes	No
1.1	Is the tenderer/s or any of its shareholders/directors/members/partners/owners listed on National Treasury's Database of Restricted Suppliers as companies/persons prohibited from doing business with the public sector.  The Database of Restricted Suppliers can be accessed on the National Treasury's website ( <a href="www.treasury.gov.za">www.treasury.gov.za</a> ).		
1.2	Is the tenderer/s or any of its shareholders/directors/members/partners/owners listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combatting of Corrupt Activities Act (No 12 of 2004)  The Register for Tender Defaulters can be accessed on the National Treasury's website ( <a href="https://www.treasury.gov.za">www.treasury.gov.za</a> ).		
1.3	Was the tenderer/s or any of its shareholders/directors/members/partners/owners convicted by a court of law (including a court outside South Africa) of fraud and/or corruption in respect of any procurement/tendering processes/procedures during the past five years?		
1.3.1	If "Yes", provide details including a case number and a copy of the	e judgeme	nt.
1.4	Was the tenderer/s or any of its shareholders/directors/members/partners/owners prohibited from doing business with any International Financial/Lending Institution or Development/Funding Agency?		
1.5	Is there any history/record of the tenderer/s or any of its shareholders/directors/members/partners/owners failing to meet their contractual obligation with the State or any State owned entity?		

#### 3. DECLARATION OF SHAREHOLDING INFORMATION

I, the undersigned	[Full names and Position]	
hereby declare that	I am the duly authorised representative of	[Name of Tenderer].

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I further	declare	that	the	following	individuals	and/or	entities	listed	hereunder	are	Shareholders	in
				•	Name of Te							
					INAIIIE OI TEI	nuererj.						
incorpora	ated JVs	. If th	he te	enderer is		porated					enderer includ leted for eacl	
Individua	ıls:											
Full Nan	ne			Iden	tity Numbe	r			reholding centage			
-								-			<del>- </del>	

#### Other Entities\*:

Full Legal / Trading Name	Entity Registration Number/Trust Number	Shareholding Percentage	Full name and surname of the /shareholders/ directors/ trustees/ beneficiaries of the shareholding entity	Identification Numbers of the shareholders/directors/ trustees/beneficiaries of the shareholding entity

I declare that I have read and understood the provisions of the Supplier Integrity Pact, that all information furnished herein is true and correct, that it is understood that the tenderer's tender/proposal

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may be rejected, and that NTCSA will act against the tenderer should any aspect of this declaration prove to be false, and

I give my consent for this information to be used for the purpose as described in this Integrity Declaration Form and/or in relation to the Supplier Integrity Pact, and

I further consent that information provided in terms of this Integrity Declaration Form may be processed for verification of conflicts of interest and other ancillary purposes by NTCSA. Such processing may include the sharing of the information with third parties.

Name of Tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

## **Joint Ventures**

I declare that I have read and understood the provisions of the Supplier Integrity Pact, that all information furnished herein is true and correct that it is understood that the JV's tender/proposal may be rejected, and that NTCSA will act against the JV should any aspect of this declaration prove to be false; and

I give my consent for this information to be used for the purposes described in this Integrity Declaration Form and/or in relation to the Supplier Integrity Pact, and

I further consent that information provided in terms of this Integrity Declaration Form may be processed for verification of conflicts of interest and other ancillary purposes by NTCSA. Such processing may include the sharing of the information with third parties.

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Name of Tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

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#### **ANNEXURE E**

# CONTRACT PRICE ADJUSTMENT (CPA) REQUIREMENTS FOR LOCAL GOODS AND SERVICES.

The application of contract price adjustment (CPA) to tender submissions

<u>Note</u>: This Section will not be applicable to Professional services contracts (See relevant section hereunder for guidelines on this).

# 1. Application of CPA

- CPA conditions may apply if the contractual duration is to be longer than 12 months.
- If the contractual duration will be less than or equal to 12 months, a fixed priced offer must be submitted.
- For contracts with a duration more than twelve (12) months, CPA will not be applicable for the first year. CPA will then only be applied from sixteen (16) months from the base date onwards.
- Failure to propose contract price adjustment, or submit a CPA formula with the tender submission, will result in the pricing being considered fixed and firm and the contract price will be treated as fixed for the duration of the contract.
- NTCSA will not accept Rate of Exchange adjustment to be included in any CPA formula.
- Local indices may not be used for CPA purposes for any imported component.
- There must be separate CPA formulae for local and foreign CPA. Local and foreign escalation may not be combined into one formula.

## 2. Tender Submissions

# NTCSA Proposed CPA breakdown for Local Goods and Service

Formula A						
Index Reference	Proposed portions/Weightings of each index	Description of Index	Full Title of Index as published	Source Publisher of Index	Base Month	Base Price/Base Index Figure
A1	85%	Consumer Price Index	STATSSA Table B 1 (Consumer price index)	STATSSA	October 2025	To be determined by the tenderer
	15%	Fixed portion n	ot subject to C	PA		
Total	100%					

<u>Note</u>: Tenderers take note that, if the NTCSA proposed CPA breakdown is not populated, they are required to refer to the Pricing Schedule in the Scope of Work for NTCSA's proposed CPA breakdown.

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## **NTCSA CPA Conditions/Requirements**

- Tenderers are required to submit CPA that is aligned to NTCSA's proposed CPA breakdown in this Tender; or Tenderers may submit an alternative CPA proposal from NTCSA's CPA proposal, and this will be considered if deemed acceptable to NTCSA;
- Note that for contracts exceeding a duration of 12 months if there is no CPA catered for by the tenderer; then prices will be deemed to be fixed, and the contract price will be deemed as fixed for the duration of the contract.
- A minimum of 15% of the total agreement value is to be fixed when a CPA formula is applied,
- Each CPA formula must add up to a final total of 100.
- Only official published CPA indices that are in the public domain must be used.
- No in-house indices may be used for CPA.
- There may be more than 1 CPA formula (Formula A, B, C etc) or a combination of all the cost components into 1 Formula (depending on how the pricing is to be submitted.
- If there are specific line items for Labour and Transport, individual Formulae might be used.

Note: NTCSA reserves the right to negotiate CPA terms and conditions during negotiations held with tenderers.

## 3. BASE DATE AND BASE PRICE

- In instances of indices or other references published monthly, the Base Date is to be the month before the month in which the Enquiry closes.
- In instances where the reference figures, e.g. market prices, are published daily or at intervals more than once a month; then the average for the month before the month in which the Enquiry closes should be used as the Base Price.

#### 4. CPA FOR PROFESSIONAL SERVICES

- The preferred index to be used for adjusting these agreements is the country specific CPI Headline index.
- The price adjustment factor will be effective from each contractual anniversary of the contract date. This must be the average of the country specific CPI Headline index figures published for the last twelve-month period (cycle) ending before the contract anniversary date.

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Closing date of tender:	
Name of tenderer:	
Full names of authorised signatory:	
Signature:	
Date of signature:	

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## **ANNEXURE H**

SBD<sub>1</sub>

# PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC

<u> ENTIT</u>									
BID NUMBER:	E2048NTCSAMWF	CLOSI	NG DA	ATE:	25 Nov	vemb		CLOSING TIME:	1 <b>0h00</b>
	Lease Agreement							· · · · · · · · · · · · · · · · · · ·	
DESCRIPTION	DESCRIPTION   year period.								
THE SUCCESSF (SBD7).	HE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM SBD7).								
1	DOCUMENTS MAY	BE DEP	OSITE	DIN					
	TUATED AT (STRE								
	pe submitted electr Refer to clause 2.9 a		ria Esk	com E	- tende	ring s	ite by the s	stipulated	closing
before the closi		of the su	pplier	to ens	sure tha	at the	tender sub	omission is	submitted
SUPPLIER INFO	RMATION								
NAME OF BIDDI	ER								
POSTAL ADDRE	SS								
STREET ADDRE	SS								
TELEPHONE NU	JMBER	CODE		NUMBER					
CELLPHONE NU	JMBER								
FACSIMILE NUM	/IBER	CODE	NUMBE		NUMBER				
E-MAIL ADDRESS									
VAT REGISTRA	TION NUMBER								
		TCS PIN:				OR	CSD No:		
						B-BB			
B-BBEE STATU	STEVEL	☐ Yes				STAT LEVE		☐ Yes	
VERIFICATION (				SWORN					
[TICK APPLICABLE BOX]		☐ No				AFFI	DAVIT	☐ No	
IF YES, WHO W CERTIFICATE IS									
	AN ACCOUNTING OFFICER AS  AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)								
CONTEMPLATE CLOSE CORPO	RATION ACT	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)							
(CCA) AND NAM APPLICABLE IN		A REGISTERED AUDITOR							
			NAMI		ATE (OL	VODE	AFFIDAY	IT/FOD FI	15-9 OS5-1
TA R-RREE 214	ATUS LEVEL VERI	FICATION	CER	TIFICA	4 1 E/SV	VUKN	AFFIDAV	II(FOR EN	ies& Qses)

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MUST BE SUBMITTED IN ORDER	TO QUALIFY FOR PRE	FEREI	NCE POINTS FOR E	B-BBEE]
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes	□No ROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ANSWER PART B:3 BELOW]
SIGNATURE OF BIDDER			DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)				
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE (ALL INCLUSIVE)	
BIDDING PROCEDURE ENQUIRIE TO:	S MAY BE DIRECTED		INICAL INFORMA CTED TO:	ATION MAY BE
DEPARTMENT/ PUBLIC ENTITY			TACT PERSON	
CONTACT PERSON			PHONE NUMBER	
TELEPHONE NUMBER			IMILE NUMBER	
FACSIMILE NUMBER		E-MA	IL ADDRESS	
E-MAIL ADDRESS				

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# PART B TERMS AND CONDITIONS FOR BIDDING

- BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED— (NOT TO BE RE-TYPED)
  OR ONLINE
- 3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION (NAMELY, BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION (NAMELY. BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS) MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

#### . TAX COMPLIANCE REQUIREMENTS

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

BITTIDITOL (OC	, read remark most be the vibeb.
QUESTIONNAI	RE TO BIDDING FOREIGN SUPPLIERS
1.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?
2.	DOES THE BIDDER HAVE A BRANCH IN THE RSA?  ☐ YES ☐ NO

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3.	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?  YES NO
4.	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?  YES NO
TAX COMPLIANCE	"NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

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ANNEXURE 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).

#### 1.2 To be completed by the organ of state

The applicable preference point system for this tender is the 80/20 preference point system. 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

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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).

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#### 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

#### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

#### 3.2.1. POINTS AWARDED FOR PRICE

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

80/20

$$Ps = 80 \left(1 + \frac{Pt - P max}{P max}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be 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:

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- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 9010/ 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 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1	20	
2	18	
3	14	
4	12	
5	8	
6	6	
7	4	
8	2	
Non-compliant contributor	0	

# **DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3.	Name of company/firm
------	----------------------

- 4.4. Company registration number: .....
- 4.5. TYPE OF COMPANY/ FIRM
  - Partnership/Joint Venture / Consortium
  - One-person business/sole propriety

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- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

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

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	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:	
DATE:	
ADDRESS:	

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ANNEXURE J SBD 4

## **TENDERER'S DISCLOSURE**

#### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to tender / request for proposal. 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, NTCSA requires the tenderer 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 tender process.

#### 2. TENDERER'S DECLARATION

2.1 Is the tenderer or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest 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 the table below.

Full Name	Identity Number	Name of State Institution

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2.2 Do you, or any person connected with the tenderer, have a relationship with any person who is employed by the procuring institution?

# [YES/NO]

If so, f	urnish particulars:
2.3	Does the tenderer 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/I	NO]
If so, f	urnish particulars:
3. DE	CLARATION
submit	undersigned, (name)in in it in the accompanying tender, do hereby make the following statements that I certify to e 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 tender will be disqualified if this disclosure is found not to be true and complete in every respect;
3.3	The tenderer has arrived at the accompanying tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive bidding.
3.4	There have been no consultations, communications, agreements or arrangements with

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any competitor regarding the quality, quantity, specifications, prices, including



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methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the tender, tendering with the intention not to win the tender and conditions or delivery particulars of the products or services to which this tender invitation relates.

- 3.5 The terms of the accompanying tender have not been, and will not be, disclosed by the tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the tenderer 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 tender submitted where so required by the institution, and the tenderer was not involved in the drafting of the specifications or terms of reference for this tender.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, tenders 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 the tenderer maybe 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 TENDER OR ACT AGAINST THE TENDERER 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

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