

## REQUEST FOR QUOTATION

Supplier Name: .....

GOODS

SERVICE

Request for Quotation Number	iLABS/RFQ 2025/26:26
Date Issued:	19 May 2025
Description of Services/ Goods:	Occupational Hygiene Monitoring Survey at iThemba LABS, Faure - Cape Town and Braamfontein - Gauteng for a period of 3 years.
Closing Date:	28 May 2025 at 16:00
<b>Submit RFQ to:</b>	<a href="mailto:scm2@tlabs.ac.za">scm2@tlabs.ac.za</a> and e-tender online submission.
Date Goods or Service Required:	Contract
For More Information (Technical):	Mr Julian Fredericks Email: <a href="mailto:jj.fredericks@tlabs.nrf.ac.za">jj.fredericks@tlabs.nrf.ac.za</a> Tel: 021 84 1247
For More Information (Supply Chain Management):	<a href="mailto:scm2@tlabs.ac.za">scm2@tlabs.ac.za</a> Tel: 021 843 1379

### THE FOLLOWING CONDITIONS WILL APPLY:

- Where quotations/proposals are R 2 000.00 or more, the preferential Procurement System Applicable is 80/20
- Price(s) quoted must be valid for at least sixty (60) days from closing date of the RFQ.
- Price(s) quoted must be firm and must be inclusive of VAT.
- **No advance payment without a payment guarantee approved by iThemba Labs Finance dept**
- **Payment terms are 30 days from date of invoice received date**
- A firm delivery period **must** be indicated.
- Late proposals/quotations / bids will not be accepted.
- **Submit your B - BBEE Certificate as accredited with SANAS or Sworn affidavit if you are claiming for specific goals.**

- **Bidder / service provider / supplier that fails to provide mandatory RFQ requirements may be disqualified.**
- **Changes made by the / service provider/supplier to the RFQ template and its terms and conditions will not be considered after the closing date and time**
- Provide CSD Summary Report ([www.csd.gov.za](http://www.csd.gov.za) )
- The attached forms to be completed by the Bidder (where applicable):
  - SBD 4 – Bidder disclose
  - SBD 6.1 – Preference Points Claim (South African Companies Only)
- This request for formal quotation is subject to the Preferential Procurement Policy Framework Act (PPPFA) and The Preferential Procurement Regulations, 2022, **The General Conditions of Contract (GCC and, if applicable, any other special Conditions of Contract.**

#### **REGISTRATION ON THE CENTRAL SUPPLIER DATABASE (CSD):**

The bidder must be on the National Treasury's Central Supplier Database in order to do business with the NRF and for the NRF to award a bid and sign the subsequent contract. Registration on the CSD ([www.csd.gov.za](http://www.csd.gov.za)) is compulsory and bids from unregistered bidders are not considered.

National Treasury Contact Details: +27 (0) 12 406 9222 or email [csd.support@treasury.gov.za](mailto:csd.support@treasury.gov.za)

<b>SCHEDULE 1 - SPECIFICATION</b>
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#### **Introduction to the NRF**

The National Research Foundation ("NRF") is a juristic person established in terms of the National Research Foundation Act, Act 23 of 1998, and a Schedule 3A Public Entity in terms of the Public Finance Management Act. The NRF is the government's national agency responsible for promoting and supporting research and human capital development through funding researchers, provision of the National Research Platforms, and science outreach platforms/programs to the broader community. The NRF provides these services in all fields of science and technology, including natural science, engineering, social science, and humanities.

The NRF is a schedule 3A entity under the PFMA (Act 29 of 1999), which is required to plan and report on its activities and organizational performance, and which is to be audited by the AGSA on an annual basis. As part of the AGSA audit requirements, the NRF has to collect / document and store details, data and/or information of all persons and activities that form part of its performance record as proof thereof. In terms of this requirement, all persons making use of NRF facilities, platforms, equipment, tools etc., for research and related purposes are required to provide their personal details/data/information as per the template below or other similarly appropriate format. By completing your information in the template/register/record below and appending your signature thereto, you confirm your consent, in line with the Protection of Personal Information Act 4 of 2013, whereby the NRF and any of its business units may process (collect, receive, record, organize, collate, share, store, update, modify, retrieve, alter, consult, use, disseminate, distribute, merge, link, erase or destroy) the personal information you provide within and amongst its business units/functions for the purpose of fulfilling its statutory mandate, public accountability and other regulatory/legal requirements.

#### **Introduction to the Business Unit responsible for this RFQ**

iThemba LABS (Laboratory for Accelerator-Based Sciences) is a multi-disciplinary research laboratory based at two sites in the Western Cape and Gauteng respectively, these provide facilities for:

- Basic and applied nuclear physics research using particle beams
- Research Radiation Biophysics
- The supply of accelerator-produced radioactive isotopes for nuclear medicine and research

**Evaluation Process**

- **Evaluation of proposals:**

All proposals will be evaluated by Supply Chain Management for administrative compliance, functionality, price and B-BBEE. Based on the results of the evaluation process and upon successful negotiations, iThemba LABS will approve the awarding of the contract to the successful bidder.

- **Preference points system:**

The 80/20 preference point system will be used where 80 points will be dedicated to price and 20 points to B-BBEE status. “If all bids received are more than R 1 000 000.00, this request is automatically cancelled”.

Subject to section 2(1)(f) of the PPPFA, the contract will be awarded to the tenderer scoring the highest points.

<b>Name of Supplier:</b>	
<b>Address of Supplier:</b>	
<b>Contact Person:</b>	
<b>Contact Tel:</b>	
<b>Email Address:</b>	
<b>CSD Supplier Number:</b>	MAAA.....
<b>Lead Time for delivery</b>	
<b>Currency:</b>	ZAR
<b>Payment terms:</b>	30 days from date of receipt of invoice

<b><u>Administrative Compliance Returnable Documents</u></b> <b>(M – Mandatory); (O – Optional)</b>	<b>Submitted</b>	
Bidders Disclosure (SBD 4), signed and completed.	<b>M</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Preference Points Claimed (SBD 6.1), signed and completed with BBBEE certificate or sworn affidavit (applicable for local bidders).	<b>O</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>(M – Mandatory); (O – Optional)</b>	<b>Submitted</b>	
Pricing completed (or submit an official/formal quotation)	<b>M</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Submission of a Valid (meaning not expired) Letter of good conduct from the Department of Labour (or approved institution) in terms of the Compensation for Occupational Injuries and Diseases Act (COIDA).	<b>M</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
A Portfolio of works covering similar scope of work conducting Occupational Hygiene Surveys – The Service must include the <u>Value</u> , <u>Duration</u> and <u>Scope of works</u> of the contract within the last five years.	<b>M</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provision of reference letters from clients where similar works was conducted (3 to 5 letters)	<b>M</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Submission of Curriculum Vitae (CV) confirming the qualifications and experience of the suitably qualified staff who will be executing the works. Professional registration; and relevant training and/or qualifications to be included.	<b>M</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Must be registered on CSD.	<b>M</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

## **OCCUPATIONAL HYGIENE SERVICES AND SURVEY SPECIFICATIONS**

### **A. SCOPE OF THE REQUIRED SERVICES**

iThemba LABS requires the services of an Approved Inspection Authority registered with the Department of Labor to conduct an Occupational Hygiene Survey. The survey to be conducted will include the following assessments:

1. Noise monitoring survey
2. Chemical monitoring survey
3. Illumination survey
4. Ventilation survey
5. Asbestos assessment

The following methods are to be followed during the survey:

#### **1. NOISE MONITORING SURVEY**

The survey shall be carried out in accordance with the Noise Induced Hearing Loss Regulations of the Occupational Health and Safety Act, no. 85 of 1993 and SANS 10083:2003.

The survey shall consist of:

- Assess noise levels
- Determine noise zones
- Recommendations for noise control

#### **2. HAZARDOUS CHEMICAL MONITORING SURVEY**

The survey shall be carried out in terms of the Hazardous Chemical Substance regulations of the Occupational Health and Safety Act No. 85 of 1993.

The survey shall cover:

- Chemical Risk Assessment
- Personal Exposure chemical monitoring
- Comparing chemical monitoring exposure results to legislation
- Making recommendations

#### **3. ILLUMINATION SURVEY**

The survey shall be carried out in terms of Section 3 of the Environmental Regulations for Workplaces of the Occupational Health and Safety Act, no. 85 of 1993 and SABS 0114.

The survey shall cover:

- Measurements of all areas where employees carry out work
- Comparing the results to legislative requirements
- Making recommendations

#### **4. VENTILATION SURVEY**

The survey shall be carried out in terms of Section 5 of the Environmental Regulations for Workplaces of the Occupational Health and Safety Act, no. 85 of 1993.

The survey shall include:

- Ensure that adequate air changes are provided in all work places
- That the air breathed by employees do not endanger their health and wellbeing
- That the CO<sup>2</sup> levels do not exceed one half percent by volume of air over an 8-hour time period
- That the CO<sup>2</sup> levels do not exceed three percent by volume of air at any stage
- Prescribed exposure limits of any airborne substances / contaminants are not exceeded

#### **5. ASBESTOS ASSESSMENT**

The assessment shall be carried out in terms of Asbestos Regulations (2002) of the Occupational Health and Safety Act, no. 85 of 1993.

The Asbestos Assessment shall include:

- Determining location of all asbestos
- Determining amounts and types of all asbestos
- Determining condition of all asbestos containing materials
- Making recommendations regarding the state of asbestos containing materials
- Assist in drawing up an asbestos abatement programme for iThemba Labs in terms the Asbestos regulations.

**B. SURVEY LOCATIONS**

The surveys will be conducted at both iThemba LABS, Cape Town and iThemba LABS: TAMS Facility in Braamfontein, Gauteng.

**B.1. *iThemba LABS: Cape Town:***

The assessments shall be carried out at all major buildings on site. These include:

- 1) J-Block (Administration Building)
- 2) G-Block (Server, Control Rooms and Research Areas)
- 3) F-Block (Main Workshop and Stores Area)
- 4) A-Block (S.S.C. and Research Vault Areas)
- 5) S-Block (Offices and Workshops)
- 6) Radionuclide Production (D & N-Block: Laboratory and Pharmaceutical Production Areas)
- 7) C and P-Block
- 8) Material Research Department (MRD: Laboratories, Offices and Research Vault Areas)
- 9) U.P.S. Building (Uninterrupted Power Supply)

**B.2 *iThemba LABS: TAMS Facility (Braamfontein - GAUTENG):***

The Assessments shall be carried out at all major buildings on site. These include:

- 1) Administration Building
- 2) Courtyard and Parking lot
- 3) Workshops
- 4) Accelerator Building
- 5) Basement areas
- 6) Offices and Data-Rooms
- 7) Laboratories and Experiment areas

**C. REPORTS**

On completion of the survey, a detailed report shall be provided and shall contain the following:

- Results of the survey / analysis / assessment
- Recommendations
- Digital photos

The Approved Inspection Authority (AIA) will be required to engage in discussions with iThemba LABS Management where explanations of the results are required.

**D. GENERAL REQUIREMENTS AND SERVICES**

iThemba LABS may also request, as and when the need arises, for the collection, assessment and / or analysis of potentially hazardous materials i.e. asbestos cement, in the event that operations may be conducted in such areas where hazardous materials are present and an assessment must be made to ensure the required safety interventions are implemented to prevent exposure of personnel as per the Occupational Health and Safety Act requirements

iThemba LABS may also request for disposal services of hazardous substances such as asbestos plates and sheets and other asbestos related waste. An AIA will be allowed to sub-contract these services to an approved waste disposal contractor as and when required.

Such services will be provided at both the Cape Town and TAMS Facility in Braamfontein, Gauteng.

The use of qualified and pre-approved personnel (AIA) with qualifications traceable to the Department of Labour and Southern African Institute of Occupational Hygiene (SAIOH) is a firm requirement.

**PRICING SCHEDULE ONE (1) FOR Ithemba Labs Cape Town  
YEAR ONE (1)**

ITEM NUMBER	Specification/Functionalities Requirements	Quantity	Rate of the 1 <sup>st</sup> Year (VAT Inclusive)
1	NOISE MONITORING SURVEY	1	R
2	HAZARDOUS CHEMICAL MONITORING SURVEY	1	R
3	ILLUMINATION SURVEY	1	R
4	VENTILATION SURVEY	1	R
5	ASBESTOS ASSESSMENT	1	R
6	TRANSPORTATION/TRAVEL COST	1	R
7	ACCOMMODATION	1	R
<b>TOTAL PRICE FOR YEAR ONE (1) (Inclusive of all items above and inclusive of applicable escalations and taxes)</b>			<b>R</b>

**YEAR TWO (2)**

ITEM NUMBER	Specification/Functionalities Requirements	Quantity	Rate of the 2 <sup>nd</sup> Year (VAT Inclusive)
1	NOISE MONITORING SURVEY	1	R
2	HAZARDOUS CHEMICAL MONITORING SURVEY	1	R
3	ILLUMINATION SURVEY	1	R
4	VENTILATION SURVEY	1	R
5	ASBESTOS ASSESSMENT	1	R
6	TRANSPORTATION/TRAVEL COST	1	R
7	ACCOMMODATION	1	R
<b>TOTAL PRICE FOR YEAR TWO (2) (Inclusive of all items above and inclusive of applicable escalations and taxes)</b>			<b>R</b>

**YEAR THREE (3)**

ITEM NUMBER	Specification/Functionalities Requirements	Quantity	Rate of the 3 <sup>rd</sup> Year (VAT Inclusive)
1	NOISE MONITORING SURVEY	1	R
2	HAZARDOUS CHEMICAL MONITORING SURVEY	1	R
3	ILLUMINATION SURVEY	1	R
4	VENTILATION SURVEY	1	R
5	ASBESTOS ASSESSMENT	1	R
6	TRANSPORTATION/TRAVEL COST	1	R
7	ACCOMMODATION	1	R
<b>TOTAL PRICE FOR YEAR THREE (3)</b> (Inclusive of all items above and inclusive of applicable escalations and taxes)			R

**CAPE TOWN: TOTAL FOR YEAR ONE TO THREE (1-3) \***

ITEM NUMBER	TOTAL PRICE	RATE PER YEAR (VAT Inclusive)
1	YEAR ONE	R
2	YEAR TWO	R
3	YEAR THREE	R
<b>TOTAL PRICE FOR THREE YEARS</b> (Inclusive of all items above and inclusive of applicable escalations and taxes)		R

**PRICING SCHEDULE TWO (2) FOR Ithemba Labs Gauteng**

**YEAR ONE (1)**

<b>ITEM NUMBER</b>	<b>Specification/Functionalities Requirements</b>	<b>Quantity</b>	<b>Rate of the 1<sup>st</sup> Year (VAT Inclusive)</b>
1	NOISE MONITORING SURVEY	1	R
2	HAZARDOUS CHEMICAL MONITORING SURVEY	1	R
3	ILLUMINATION SURVEY	1	R
4	VENTILATION SURVEY	1	R
5	A)ASBESTOS ASSESSMENT	1	R
6	TRANSPORTATION/TRAVEL COST	1	R
7	ACCOMMODATION	1	R
<b>TOTAL PRICE FOR YEAR ONE (1)</b> (Inclusive of all items above and inclusive of applicable escalations and taxes)			R

**YEAR TWO (2)**

<b>ITEM NUMBER</b>	<b>Specification/Functionalities Requirements</b>	<b>Quantity</b>	<b>Rate of the 2<sup>nd</sup> Year (VAT Inclusive)</b>
1	NOISE MONITORING SURVEY	1	R
2	HAZARDOUS CHEMICAL MONITORING SURVEY	1	R
3	ILLUMINATION SURVEY	1	R
4	VENTILATION SURVEY	1	R
5	ASBESTOS ASSESSMENT	1	R
6	TRANSPORTATION/TRAVEL COST	1	R
7	ACCOMMODATION	1	R
<b>TOTAL PRICE FOR YEAR TWO (2)</b> (Inclusive of all items above and inclusive of applicable escalations and taxes)			R

**YEAR THREE (3)**

ITEM NUMBER	Specification/Functionalities Requirements	Quantity	Rate of the 3 <sup>rd</sup> Year (VAT Inclusive)
1	NOISE MONITORING SURVEY	1	R
2	HAZARDOUS CHEMICAL MONITORING SURVEY	1	R
3	ILLUMINATION SURVEY	1	R
4	VENTILATION SURVEY	1	R
5	ASBESTOS ASSESSMENT	1	R
6	TRANSPORTATION/TRAVEL COST	1	R
7	ACCOMMODATION	1	R
<b>TOTAL PRICE FOR YEAR THREE (3)</b> (Inclusive of all items above and inclusive of applicable escalations and taxes)			R

**GAUTENG: TOTAL FOR YEAR ONE TO THREE (1-3) \***

ITEM NUMBER	TOTAL PRICE	Rate per year (VAT Inclusive)
1	YEAR ONE	R
2	YEAR TWO	R
3	YEAR THREE	R
<b>TOTAL PRICE FOR YEAR ONE TO THREE (1-3)</b> (Inclusive of all items above and inclusive of applicable escalations and taxes)		R

**ASBESTOS REMOVAL**

**CAPE TOWN & GAUTENG: TOTAL FOR YEAR ONE TO THREE (1-3) \*AS AND WHEN NEEDED  
(RATE PER K/G)**

ITEM NUMBER	TOTAL PRICE	CAPE TOWN Rate per kg (VAT Inclusive)	GAUTENG Rate per kg (VAT Inclusive)	TOTAL Rate per kg (VAT Inclusive)
1	YEAR ONE	R	R	R
2	YEAR TWO	R	R	R
3	YEAR THREE	R	R	R
TOTAL PRICE FOR YEAR ONE TO THREE (1-3) (Inclusive of all items above and inclusive of applicable escalations and taxes)		R	R	R

**TOTAL FOR CAPE TOWN AND GAUTENG FOR YEAR ONE TO THREE (1-3) \***

YEAR	TOTAL PRICE FOR THE PERIOD	CAPE TOWN (VAT Inclusive)	GAUTENG (VAT Inclusive)	TOTAL (VAT Inclusive)
1	YEAR ONE	R	R	R
2	YEAR TWO	R	R	R
3	YEAR THREE	R	R	R
TOTAL PRICE FOR YEAR ONE TO THREE (1-3) (Inclusive of all items above and inclusive of applicable escalations and taxes)		R	R	R

**STANDARD BIDDING DOCUMENT (SBD) 4**

**BIDDER'S DISCLOSURE**

**1. PURPOSE OF THE FORM**

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

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

**2. Bidder's declaration**

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

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

Full Name	Identity Number	Name of State institution

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

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

2.2.1 If so, furnish particulars:  
.....  
.....

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

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

**3 DECLARATION**

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

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

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

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

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

## STANDARD BIDDING DOCUMENT (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

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

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
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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 PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

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

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ \\ Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right) & \text{or} & \\ Ps = 90 \left( 1 - \frac{Pt - Pmin}{Pmin} \right) & & \end{array}$$

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:

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

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

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

*(Note to organs of state: Where either the 90/10 or 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 (B-BBEE Status Level of Contributor)	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
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		

Submit B-BBEE certificate or sworn affidavit to claim points for specific goals.

**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
- 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;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

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

**Note: It is advised that documents be returned in PDF**