

.....AMOUNT:

.....NAME OF BIDDER:

BID NUMBER: VDM/CORP/07/04/2026/01

**PROUREMENT OF FINANCIAL
MANAGEMENT SYSTEM (FMS WITH
MAINTENANCE AND SUPPORT FOR 36
MONTHS)**

CORPORATE SERVICES

**TEL: (015) 960 2000
FAX: (015) 960 1017**

**VHEMBE DISTRICT MUNICIPALITY
P/BAG X5006
THOHAYANDOU
0950**

TERMS OF REFERENCES



R80-million, and Theewaterskloof saw the steepest rise at 48%, pushing its bill to R90.8-million.

"Most municipalities have shown a decrease in debt levels compared to the previous year, with the exception of Kammanlaband and Theewaterskloof municipalities," said Wouter Kriel, spokesperson for MEC for Local Government, Anton Bredell. "Notably, Theewaterskloof experienced a significant increase in debt, rising by 48% compared to the same period last year."

Dr Kelvin Kemp, a nuclear physicist and chairman of Stratek Holdings, weighed in on the data.

"In the case of Kammanlaband and Theewaterskloof, there is no doubt that poor municipal management is mainly to blame. This has resulted from instability and infighting within the local government. In contrast, many other municipalities are showing an improvement due to their more responsible municipal management," he said.

"On a national scale, municipal debt has risen largely due to general mismanagement. However, it is also the case that



VHEMBE DISTRICT MUNICIPALITY

Private Bag X5906 • Thohoyandou • 0950 • Tel: 015 960 2000

REQUEST FOR TENDERS/PROPOSALS

BID NUMBER	DESCRIPTION	CIDB GRADING	TECHNICAL ENQUIRIES
VDM/GEPR/07/04/2026/01	Procurement of Financial Management System (FMS) with Maintenance and support for 36 months	None	General Manager Corporate Services Ms Mampula T.M.D and Chief Financial Officer Ms Chauke M at 015 960 2000
R207/00 Non Refundable or Freely Downloaded in the Vhembe District Municipality Website			COMPULSARY BRIEFING SESSION 28 th May 2026 at 10h00 at the entrance of Vhembe District Municipality
	DOCS AVAILABLE 18 th May 2026		CLOSING DATE 26 th June 2026 at 12H00

Completed Tender document sealed in an envelope marked the above mentioned bids. Must be deposited in the bid box, next to the entrance of Vhembe District Municipality Offices, next to Khotoni Hotel (Former Venda Tusk Hotel) wherein the bids will be opened in public.

The following documents are required and shall form part of the bid: CSD summary report, Tax clearance compliance status letter or tax clearance compliance number, Company Registration Certificate, Proof of Purchased tender document receipt (for only purchased tender documents), Bidders Certified copy of ID Document, Proof that the bidder, municipal business account or any of the directors' municipal account is not in arrears (N.B. Municipal Clearance not older than three months) or NB: Letter from Traditional authority indicating that they are not paying Municipal rates and taxes. Audited Financial Statements (only bid above R10 000 000.00).

Late bid, telegraphic, e-mails or telefax transmission documents will not be accepted. Vhembe District Municipality reserves the right to accept a tender as a whole or in part and does not bind itself to accept the lowest or any tender.

NB: All service providers/bidders are requested to pre-number and initial their documents before submission
No bid will be accepted from person in the service of the state
 Administrative enquiries can be directed to Supply Chain Practitioners of Vhembe District Municipality at telephone number (015) 960 2129/2130/2131/2132 & 2133.
MR KUTAWAZI MUNICIPAL MANAGER VHEMBE DISTRICT MUNICIPALITY

APPOINTMENT OF A SERVICE PROVIDER FOR THE PROCUREMENT OF FINANCIAL SYSTEM (FMS) WITH MAINTENANCE AND SUPPORT FOR 36 MONTHS.

1. Introduction, background & objective

The municipality seeks to appoint a qualified service provider to provide ongoing licensing, technical support, enhancement, and compliance alignment for its existing municipal core Financial Management System (FMS) to ensure continuous compliance with the requirements of an Integrated Enterprise Resource Planning (ERP) solution as regulated by the Municipal Standard Chart of Accounts (mSCOA) and associated Treasury reforms.

2. Scope of Work

The successful bidder will be expected to:

- Maintain, support and license a Financial Management System.
- Ensure uninterrupted system availability, data integrity, and alignment with real-time municipal business operations.
- Provide upgrades and improvements that ensure full compliance with all future mSCOA circulars, National Treasury frameworks, and public sector digital governance standards.
- Enable seamless execution and reporting of the 15 core business processes as defined by National Treasury (e.g. Budgeting, Billing, Supply Chain, Assets, Revenue, Expenditure, and Payroll).
- Integrate or ensure readiness for integration with third-party applications and services required for revenue collection, banking, auditing, spatial systems, and payroll providers.
- Provide performance monitoring, audit support, legislative compliance assurance, and disaster recovery options.
- Provide municipal staff training and change management support as part of system enhancements or regulatory upgrades.
- Maintain backward compatibility of existing historical data for audit and compliance use, ensuring no data loss or compromise during system upgrades.

3. Contract Period and Performance

The contract period shall be **three (3) years**, with the option for renewal subject to:

- Annual supplier performance evaluations,
- System compliance audits aligned to National Treasury specifications,
- Evidence of continued operational efficiency and stability,
- Successful alignment with updated business processes as communicated by the National Treasury.

4. Minimum Technical Requirements

The proposed solution must:

- Be based on the ERP architecture currently deployed.
- Be fully mSCOA-compliant (latest version) and able to auto-adapt to future circulars.
- Include web-based access with strong user-role-based access controls.
- Be capable of seamless integration with third-party National Treasury platforms (e.g. LG Data Portal, BAS, and IRM).
- Offer auditable workflows and configurable controls per departmental structure.
- Include built-in dashboards and reporting for oversight and audit use.
- Demonstrate proven support structures, with a national footprint and on-demand deployment capacity.

5. Minimum SCM Requirements

- Tender will be evaluated on PPPFA 90/10 points system
- Prices quoted will be valid for at least 90 days from the closing date of the tender
- Fully Completed and Signed MBD Forms with a black ink
- CSD registration report (summary or detailed);
- Valid copy CK / Company registration certificate.
- CIPC Abridged certificate for annual returns for the current financial year (NB: applicable to entities that are in business for more than 12 months only)
- Company Profile (Detailed Experience and Contactable Reference)
- Valid letter of good standing [Compensation for Occupational Injuries and Disease Act (COIDA)] from the department of Labor or any other institution accredited by Department of Labor (to be verified)
- Initial each page
- Professional Indemnity insurance of not less than R10 000 000 and public liability cover of not less than R5 000 000
- Audited annual financial statements (for the past three years or since their establishment if established during the past three years).
- In case of a Joint Venture, Association or Consortium a formal JV agreement must be submitted and signed by both parties. (NB: ICT Sector Code: BBB-EE Certificate should be consolidated, issued by SANAS Verification Agency)
- Proof of Municipal rates and taxes or services charges;
- Of the company and all its directors not in arrears for more than 60 days or
- Confirmation from the municipality if municipal rates and taxes are not levies (for the company and all its director(s)) as per CK/Company form of address on the registration certificate or
- If leasing, a signed lease agreement by the lessor and the lessee and Municipal rates in the name of the lessor for both company and directors.
- Original certified copy of ICT Sector Code: BBB-EE Certificate issued by SANAS Verification Agency or Original Sworn Affidavit from commissioner of

oath (NB: Certification of ICT Sector Code: BB-EE should not be older than 3 months)

6. Pricing Schedule

Product / Service	Description	System License (s)	System Support & Maintenance	Total
	Impl. / Once Off Fee	R	R	R
	Annual Fee	R	R	R
	Monthly Fee x 12 Year 1	R	R	R
	Monthly Fee x 12 Year 2	R	R	R
	Monthly Fee x 12 Year 3	R	R	R
	Subtotal		R	R
	Vat		R	R
	Grand Total		R	R

7. Functionality

Bids will be evaluated on both functionality and price in accordance with the Municipality's Supply Chain Management Policy as well as the Preferential Procurement Policy Framework Act (Act 5 of 2000)

Bidders who score less than 80 points on functionality will not be considered.

CRITERIA	GUIDELINE	SCORING			WEIGHT
1 Company Profile	Project team leader experience, PMBOK or Prince2 certified. Software developer Software engineer Implementation specialist Attach CV and certified copies of Certificates as Proof	5+ Years < 5 Years	1 0		5
2 Experience of the Bidder in Supply and Maintenance of Local Government integrated Financial Management and internal Control Solution	Number of clients using bidder's integrated Financial Management and internal control solution which were implemented during 2018 or after (post mSCOA). Insert reference letter and corresponding appointment letter from each Municipality.	20+ Clients 15 - 19 Clients 9 - 14 Clients 1 - 9 0	30 20 10 4 0		30

3	Recoverability	<p>Proof of ability to recover iFMS from a Disaster. Provide proof of system generated restore test certificates and daily/success backup reports from Municipalities using service provider iFMS.</p> <p>The report of the Municipality must have a supporting letter from the Municipality confirming that backups are performed by service provider.</p> <p>Provide the Backup & Disaster Recovery Policy of the Service Provider for the clients data.</p>	20 + Clients 15 - 19 Clients 9 - 14 Clients 1 - 9 0	15 10 5 3 0	15
4	ISO 9001:2015 - Organizations use the standard to demonstrate the ability to consistently provide products and services that meet customer and regulatory requirements.	<p>Provide ISO 9001: 2015 (Quality management system certificate) recognized by the International Accreditation Forum (IAF) as evidence of the Quality Management System</p>	Meets all requirements. Meets none of the requirements	10 0	10
5	Company Experience in local government integrated financial management and internal control systems	<p>How many years' experience does the company have operating in the space of integrated financial management & internal control systems within local government in South Africa</p>	15 + years 5 - 14 years < 5 years	5 3 2	5
6	iFMS development	<p>Proudly South African, local ownership of iFMS software for agility of Development decision making that benefits the RSA Local Government sector, Provide:</p> <ol style="list-style-type: none"> 1. OEM Certificate 2. Proudly south African membership certificate 3. Affidavit that shows/states that the integrated Financial & internal control System software is locally owned <p>**All three required for full points</p>	Meets all requirements. Meets none of the requirements	10 0	10

7	<p>Benchmarking/ Demo</p> <p>Verification of existence of modules, sub-modules, system(s) and sub-system(s) for below 15 Business Processes – 3 screen shots per process</p> <ol style="list-style-type: none"> 1. Electronic Records & Document Management System 2. Municipal Budgeting, Planning and Modelling; 3. Financial Accounting; 4. Costing, Project Accounting and reporting; 5. Planning, Prioritization & Project Management 6. Treasury and Cash Management; 7. Procurement Cycle: Supply Chain Management, Expenditure Management, Contract Management and Accounts Payable; 8. Grant Management; 9. Full Asset Life Cycle Management including Maintenance Management; 10. Financial Indicators and Consumer BI Dashboards; 11. Human Resource and Payroll Management; 12. Customer Care, Credit Control and Debt Collection; 13. Performance Management System 14. Spatial view of Financial management system with reporting (Valuation Roll reporting to NT, Ward view & 5 Basic services view) 15. Revenue Cycle Billing. 	1 Point per business process upon confirmation of module	0 - 25	25
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Any proposal received after the closing time for submission of proposals will be returned unopened.
The evaluation of the proposals should be carried out in three stages:

1. Minimum requirements
2. The functionality
3. The pricing

NAME OF BIDDER

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RE-TYPED)

The bid box is generally open 24 hours a day, 7 days a week.

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)
OLD PARLIAMENT BUILDING, NEXT TO THE ENTRANCE OF VHEMBE DISTRICT MUNICIPALITY
THOHYANDOU
DENGA MPHIGALALE STREET
0950

OR
DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)
OLD PARLIAMENT BUILDING
VHEMBE DISTRICT MUNICIPALITY
THOHYANDOU
0950

BID DOCUMENTS MAY BE POSTED TO:

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

BID NUMBER: _____ CLOSING DATE: _____ CLOSING TIME: _____
DESCRIPTION: _____

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ENTITY)

INVITATION TO BID

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER

CODE NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER

CODE

NUMBER

E-MAIL ADDRESS

VAT REGISTRATION NUMBER

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN ATTACHED? (MBD 2)

YES/NO

HAS A B-BEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (MBD 6.1)

YES/NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN NATIONAL ACCREDITATION

SYSTEM (SANAS)

A REGISTERED AUDITOR

(Tick applicable box)

(A B-BEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BEE)

ARE YOU THE ACCREDITED REPRESENTATIVE

IN SOUTH AFRICA FOR THE GOODS/SERVICES/WORKS OFFERED?

YES/NO

(IF YES ENCLOSE PROOF)

SIGNATURE OF BIDDER

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED

TOTAL BID PRICE.....TOTAL NUMBER OF ITEMS OFFERED.....

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Municipality / Municipal Entity: VHEMBE DISTRICT MUNICIPALITY

Department: BUDGET AND TREASURY

Contact Person: SUPPLY CHAIN PRACTITIONERS

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Tel: 015 960 2130/2131/2132

Contact Person: Ms Mapula T.M.D

Tel: 015 960 2000

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

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

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

Name of Bidder.....
Bid Number:
Closing Time:
Closing Date:

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY (**ALL APPLICABLE TAXES INCLUDED)
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- Required by:
- At:
- Brand and Model
- Country of Origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
- Delivery basis

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

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

*Delete if not applicable

PRICING SCHEDULE - NON-FIRM PRICES
(PURCHASES)

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

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

Name of Bidder..... Bid number:

Closing Time :
Closing Date:

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

ITEM	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY	NO.**(ALL APPLICABLE TAXES INCLUDED)
------	----------	-------------	---------------------------	--------------------------------------

- Required by:.....
- At:.....
- Brand and model
- Country of origin.....
- Does the offer comply with the specification(s)?
- If not to specification, indicate deviation(s).....
- Period required for delivery
- Delivery: *Firm/Not firm

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

*Delete if not applicable

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

MBD 3.2

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

DATE FROM WHICH NEW PRICES WILL BECOME EFFECTIVE	DATE DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:

PRICING SCHEDULE
(Professional Services)

MBD 3.3

Name of Bidder:	Closing Date:	Bid Number:
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OFFER TO BE VALID FOR DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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1. The accompanying information must be used for the formulation of proposals.

2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.

R.....

3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION

HOURLY RATE DAILY RATE

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

R.....	R.....	days
R.....	R.....	days
R.....	R.....	days
R.....	R.....	days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED RATE QUANTITY AMOUNT

R.....	R.....	R.....
R.....	R.....	R.....
R.....	R.....	R.....
R.....	R.....	R.....

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

5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED RATE QUANTITY AMOUNT

.....	R
.....	R
.....	R
.....	R

TOTAL: R.....

6. Period required for commencement with project after acceptance of bid

7. Estimated man-days for completion of project

8. Are the rates quoted firm for the full period of contract? *YES/NO.

9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.....

*Delete if not applicable

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

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favoritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjusting authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, shareholder²):

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? YES / NO

3.8.1 If yes, furnish particulars.

¹MSCM Regulations: "in the service of the state" means to be –

(a) a member of –

(i) any municipal council;

(ii) any provincial legislature; or

(iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity;

(d) an employee of any national or provincial department, national or provincial public entity or

constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act

No.1 of 1999);

(e) a member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

- 3.9 Have you been in the service of the state for the past twelve months? YES / NO
- 3.9.1 If yes, furnish particulars.....
- 3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO
- 3.10.1 If yes, furnish particulars.
- 3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO
- 3.11.1 If yes, furnish particulars
- 3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO
- 3.12.1 If yes, furnish particulars.
- 3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO
- 3.13.1 If yes, furnish particulars.
- 3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. YES / NO
- 3.14.1 If yes, furnish particulars:
-
-

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.

POINTS	PRICE	SPECIFIC GOALS	Total points for Price and SPECIFIC GOALS
			100

The maximum points for this tender are allocated as follows:

1.4 To be completed by the organ of state:
 (a) Price; and
 (b) Specific Goals.

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

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

(delete whichever is not applicable for this tender)

1.2 To be completed by the organ of state

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. GENERAL CONDITIONS

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

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.

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

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 tenders: The tenderer must indicate how they claim points for each preference point system.)

Number of points claimed (80/20 system) (To be completed by the tenderer)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points allocated (80/20 system) (To be completed by the organ of state) HDI=10	Number of points allocated (90/10 system) (To be completed by the organ of state)	The specific goals allocated points in terms of this tender	HDI	Locality	Youth	Women	Disability

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 property
 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.

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



DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.

1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.

1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as required in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on <http://www.thedti.gov.za/industrialdevelopment/tp.jsp> at no cost.

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. Definitions

- 2.1. "bid" includes written price quotations, advertised competitive bids or proposals;
- 2.2. "bid price" price offered by the bidder, excluding value added tax (VAT);
- 2.3. "contract" means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. "designated sector" means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. "duly sign" means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.6. "imported content" means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour and intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. "local content" means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. "stipulated minimum threshold" means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. "sub-contract" means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

3. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

4. Does any portion of the services, works or goods offered have any imported content?
(Tick applicable box)

YES	NO
-----	----

4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by the SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the Accounting Officer / Accounting Authority provide directives in this regard.

LOCAL CONTENT DECLARATION

(REFER TO ANNEX B OF SATS 1286:2011)

<p>LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)</p> <p>IN RESPECT OF BID NO.</p> <p>ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):</p> <p>NB</p>
--

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thedti.gov.za/industrialdevelopment/ijp.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below. Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names), do hereby declare, in my capacity as (name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011;
- (c) The local content percentages (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C;

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Municipality / Municipal Entity has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Municipal / Municipal Entity imposing any or all of the remedies as provided for in Regulation 13 of the

Preferential Procurement Regulations, 2011 promulgated under the Preferential
Policy Framework Act (PPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

CONTRACT FORM - PURCHASE OF GOODS/WORKS

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution) *Vhembe District Municipality* in accordance with the requirements and specifications stipulated in bid number at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

- (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Technical Specification(s);
 - Specific goals
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - General Conditions of Contract; and
 - (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES	
1	DATE:
2	DATE:

**CONTRACT FORM - PURCHASE OF GOODS/WORKS
PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I in my capacity as.....
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

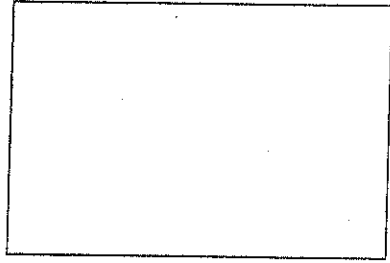
ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT ON

NAME (PRINT)
SIGNATURE

OFFICIAL STAMP



WITNESSES

1.

2.

DATE

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution) *Vhembe District Municipality* in accordance with the requirements and task directives / proposals stipulated in Bid Number at the prices/ quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

- (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Specific goals
 - Declaration of interest;
 - Declaration of Bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - General Conditions of Contract; and
 - (iii) Other (specify)

- 3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 4. I accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
- 5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
- 6. I confirm that I am duly authorised to sign this contract.

WITNESSES 1 2 DATE:	NAME (PRINT) CAPACITY SIGNATURE NAME OF FIRM DATE
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CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I,, in my capacity
 as,
 accept your bid under reference number, dated, for the
 rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCT ON AND CONTENT (if applicable)

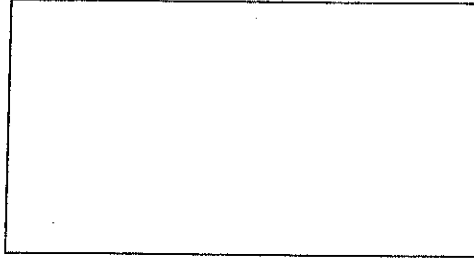
4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ON

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP



WITNESSES

1
 2
 DATE:

CONTRACT FORM - SALE OF GOODS/WORKS

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE SELLER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE SELLER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to purchase all or any of the goods and/or works described in the attached bidding documents from (name of institution) VHEMBE DISTRICT MUNICIPALITY in accordance with the requirements stipulated in (bid number) at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the seller during the validity period indicated and calculated from the closing time of bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

- (i) Bidding documents, viz
- Invitation to bid;
- Tax clearance certificate;
- Pricing schedule(s);
- Declaration of interest;
- Declaration of Bidder's past SCM practices;
- Special Conditions of Contract;
- (ii) General Conditions of Contract; and
- (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) cover all my obligations and I accept that any mistakes regarding price(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

5. I undertake to make payment for the goods/works as specified in the bidding documents.

6. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

7. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES	
1
2
DATE:

CONTRACT FORM - SALE OF GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE SELLER)

1. I,, in my capacity as, accept your bid under reference number, dated, for the purchase of goods/works indicated hereunder and/or further specified in the annexure(s).
2. I undertake to make the goods/works available in accordance with the terms and conditions of the contract.

ITEM NO.	DESCRIPTION	PRICE (ALL APPLICABLE TAXES INCLUDED)		

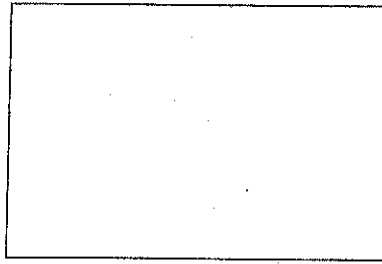
4. I confirm that I am duly authorized to sign this contract.

SIGNED AT

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP



WITNESSES	1.
	2.
	DATE

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	<input type="checkbox"/>	<input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	<input type="checkbox"/>	<input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	<input type="checkbox"/>	<input type="checkbox"/>