



CIDB DOCUMENT FOR  
TENDER NO: **GRDM/16/25-  
26**

**CONSTRUCTION OF NEW STORAGE FASILITY/PARKING GARAGE  
AT THE REGIONAL FIRE STATION IN GEORGE**

ENQUIRIES: MUNICIPALITY 54 YORK STREET GEORGE		GARDEN ROUTE DISTRICT P.O. BOX 12					
<b>SUMMARY FOR TENDER OPENING PURPOSES</b>							
NAME OF BIDDER: .....							
CENTRAL SUPPLIER DATABASE NO.:      MAAA .....							
TOTAL PRICE (INCLUDING VAT)	R						
<b>PREFERENCES CLAIMED FOR:</b>							
B-BBEE Status Level of Contributor:							
Preference Points Claimed:							
<b>B-BBEE certificates submitted with the tender document <u>MUST</u> be VALID ORIGINAL B-BBEE CERTIFICATES or VALID CERTIFIED COPIES OF THE B-BBEE CERTIFICATES</b>							
<b>TENDER CLOSES AT 11H00 ON .....</b>							
<table border="1" style="float: right; margin-left: auto; margin-right: 0; border-collapse: collapse;"> <tr> <td style="padding: 5px;">For official use.</td> </tr> <tr> <td style="padding: 5px;"><b>Signatures of SCM Officials at Tender Opening</b></td> </tr> <tr> <td style="padding: 5px;">1.</td> </tr> <tr> <td style="padding: 5px;">2.</td> </tr> </table>				For official use.	<b>Signatures of SCM Officials at Tender Opening</b>	1.	2.
For official use.							
<b>Signatures of SCM Officials at Tender Opening</b>							
1.							
2.							

**BIDDER CONTACT DETAILS**

*This information shall be used for any correspondence or contact with the bidder.*

<i>Name of Bidding Company:</i> .....	
<i>Postal Address:</i>	..... ..... ..... ..... <i>Postal Code:</i> .....
<i>E-mail Address:</i>	.....
<i>Telephone Number:</i>	.....
<i>Cellular Number:</i>	.....
<i>Facsimile Number:</i>	.....

**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NO. GRDM/16/25-  
26**

**CONSTRUCTION OF NEW STORAGE FACILITY/PARKING GARAGE AT  
THE REGIONAL FIRE STATION IN GEORGE**

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**GENERAL TENDER INFORMATION**

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TENDER ADVERTISE	: 27 November 2025
ESTIMATED CIDB CONTRACTOR GRADING DESIGNATIO	: CIDB 5 GB grading (R6,000,000.00 – R10,000,000.00).
COMPULSORY SITE VISIT/CLARIFICATION MEETING	: 08 December 2025
VENUE FOR SITE VISIT/CLARIFICATION MEETING	: Erf 22494 Steinhoff Industrial Park, George
CLOSING DATE	: 29 January 2026
CLOSING TIME	: 11:00
LOCATION OF TENDER BOX	: <b>Tender Box</b> at the Garden Route District Municipality Head Office, on the Ground Floor, at Reception, 54 York Street, George.

**GARDEN ROUTE DISTRICT MUNICIPALITY**  
**TENDER NUMBER: GRDM/16/25-26**

**CONSTRUCTION OF NEW STORAGE FACILITY/PARKING GARAGE  
AT THE REGIONAL FIRE STATION IN GEORGE**

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**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NUMBER: GRDM/16/25-**

**26**

**CONSTRUCTION OF NEW STORAGE FACILITY/PARKING GARAGE AT  
THE REGIONAL FIRE STATION IN GEORGE**

**The Tender (Part T)**

**PART T1      Tender Procedures**

- T1.1      *Tender Notice and Invitation to Tender*
- T1.2      *Tender Data*

**PART T2      Returnable Documents (All documents / schedules are returnable)**

- T2.1      *List of Returnable Schedules Required for Tender Evaluation  
and Returnable Schedules*
- T2.2      *Documents that will be incorporated into the contract*
- T2.3      *Returnable Schedules that will be incorporated in the contract*

**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NUMBER: GRDM/16/25-**

**26**

**CONSTRUCTION OF NEW STORAGE FACILITY /PARKING GARAGE AT  
THE REGIONAL FIRE STATION IN GEORGE**

**Tender Notice and Invitation to Tender (T1.1)**

Tenders are hereby invited for the:

**TENDER: CONSTRUCTION OF NEW STORAGE FACILITY /PARKING GARAGE AT THE REGIONAL FIRE STATION IN GEORGE**

Completed tenders are to be submitted in a sealed envelope, clearly marked:

**Tender No.: GRDM/16/25-26** and must be placed in the tender box at the Garden Route District Municipality Head Office, on the Ground Floor, at Reception, 54 York Street, George by no later than 29 January 2026. Tenders are not allowed to be placed in the tender box after 11:00. Late or unmarked tenders will not be considered. No tenders per fax or e-mail will be accepted.

**Bidders must be registered with the CIDB and it is estimated that bidders should have a CIDB contractor grading designation of 6GB or higher.**

**A compulsory briefing session will be held on 08 December 2025 at Erf 22494,**

**Tamsui Industria, George. Non-attendance of the compulsory briefing session will disqualify your tender.**

Paper copies of the Tender Documents are available at a non-refundable deposit of R400-00 each from the Garden Route District Municipality, Supply Chain Management Unit, Ground Floor, 54 York Street, George.

Paper copies of the Tender Documents are available free of charge from Practicost Quantity Surveying office, Third floor, Dynarc Business Chambers, 31 Courtenay Street, George

Tender documents are available on the Garden Route District Municipality's website: [www.gardenroute.gov.za](http://www.gardenroute.gov.za), free of charge.

Tenders will be evaluated and adjudicated in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) Regulations 2017 and the Garden Route District Municipality's Supply Chain Management Policy, where 80 points will be scored for price and 20 points for B-BBEE status.

***The Tender Notice and Invitation to Tender***

***Part T1.1***

*For more information, contact Ms. Deidre Raubenheimer (044) 803 1330*

*The Municipality reserves the right to withdraw any invitation to tender and/or to readvertise or to reject any tender or to accept a part of it.*

*The Municipality is not bound to accept the lowest or any tender. A TCS PIN for bidders' tax compliance information must be submitted with the tender document.*

*It will be required from the successful bidder to register on the Central Supplier Database (CSD).*

**M STRATU  
MUNICIPAL MANAGER  
GARDEN ROUTE DISTRICT MUNICIPALITY  
GEORGE  
6530**

## GARDEN ROUTE DISTRICT MUNICIPALITY

TENDERNUMBER: GRDM/16/25-

26

## CONSTRUCTION OF NEW STORAGE FACILITY/PARKING GARAGE

## AT THE REGIONAL FIRE STATION IN GEORGE

## Tender Data (T1.2)

<b>Clause number</b>	<p>The conditions of tender are the Standard Conditions of Tender as contained in Annex F of Board Notice 136 of 2015 in Government Gazette No. 38960 of 10 July 2015, Construction Industry Development Board (CIDB) Standard for Uniformity in Construction Procurement (see <a href="http://www.cidb.org.za">www.cidb.org.za</a>). The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.</p> <p>The following variations, amendments and additions to the Standard Conditions of Tender as set out in the Tender Data below shall apply to this tender:</p>
<b>F.1</b>	<b>General</b>
F1.1.1	The Employer is the Garden Route District Municipality.
F1.1.2	<p>The parties agree that this tender and its acceptance shall also be subject to the terms and conditions contained in the Employer's Supply Chain Management Policy ('SCM Policy').</p> <p>Abuse of the supply chain management system is not permitted and may result in actions as set out in the SCM Policy.</p>
F.1.2	<b>Tender Documents</b>



	<p>The following documents form part of this tender:</p> <p><b><u>The Tender</u></b></p> <p><b>Part T1: Tender Procedures</b></p> <p>T1.1 Tender notice and invitation to tender</p> <p>T1.2 Tender data</p> <p><b>Part T2 Returnable Documents</b></p> <p>T2.1 Documents required for tender evaluation purposes</p> <p>T2.2 List of returnable documents required for Tender Evaluation</p> <p>T2.3. Returnable schedules that will be incorporated in the contract</p> <p><b><u>The Contract</u></b></p> <p><b>Part C1: Agreement and contract data</b></p> <p>C1.1 Form of offer and acceptance</p> <p>C1.2 Contract data</p> <p>C1.3 Objections and Complainants form</p> <p>C1.4 Form of Performance Guarantee</p> <p><b>Part C2: Pricing data</b></p> <p>C2.1 Pricing instructions</p> <p>C2.2 Bills of Quantities</p>
F.1.3	<p><b>Part C3: Scope of Works</b></p> <p><b>Part C4: Site Information</b></p> <p><b>Part C5: Drawings</b></p> <p><b>Part C6: Annexures</b></p>

F.1.4	<b>Communication and employer's agent:</b>
	The employer's agent is Name: Mr. Braam Greeff – Truspace Tel: 082 305 0562 Email: braam@truspace.co.za
F.1.6.2	<b>Competitive Negotiation Procedure</b>
	A competitive negotiation procedure will not be followed.
F.1.6.3	<b>Proposal procedure using the two-stage system</b>
	A two-stage system will be followed.
F.1.6.4	<b>Objections, complaints, queries and disputes / appeals in terms of Section 62 of the Systems Act / Access to court</b>
F.1.6.4.1	<b>Disputes, objections, complaints and queries</b>
	In terms of Regulations 49 and 50 of the Local Government: Municipal Finance Management Act, 56 of 2003 – Municipal Supply Chain Management Regulations (Board Notice 868 of 2005): a) Persons aggrieved by decisions or actions taken by the Garden Route District Municipality in the implementation of its supply chain management system, may lodge within 14 days of the decision or action, a written objection or complaint or query or dispute against the decision or action.
F.1.6.4.2	<b>Appeals</b>
	a) In terms of Section 62 of the Local Government: Municipal Systems Act, 32 of 2000 a person whose rights are affected by a decision taken by the Garden Route District Municipality may appeal against that decision by giving written notice of the appeal and reasons to the Garden Route District Municipality within 21 days of the date of the notification of the decision. b) An appeal must contain the following: i) Must be in writing ii) It must set out the reasons for the appeal iii) It must state in which way the Appellant's rights were affected by the decision iv) It must state the remedy sought; and v) It must be accompanied with a copy of the notification advising the person of the decision
F.1.6.4.3	<b>Right to approach the courts and rights in terms of Promotion of Administrative Justice Act, 3 of 2000 and Promotion of Access to Information Act, 2 of 2000.</b>
	The sub-clauses above do not influence any affected person's rights to approach the High Court at any time or its rights in terms of the Promotion of Administrative Justice Act and Promotion of Access to Information Act.

F.1.6.4.4	<p>All requests referring to sub clauses F.1.6.4.1 and F.1.6.4.2 must be submitted in writing to:</p> <p><b>The Municipal Manager:</b> Garden Route District Municipality, 54 York Street, George 6530</p> <p><b>Via hand delivery at:</b> Garden Route District Municipality, 54 York Street, George</p>
F.1.6.4.5	<p>All requests referring to clause F.1.6.4.3 regarding access to information or reasons must be submitted in writing to:</p> <p><b>The Municipal Manager:</b> Garden Route District Municipality, 54 York Street, George 6530</p> <p><b>Via hand delivery at:</b> Garden Route District Municipality, 54 York Street, George 6530</p>
<b>F.2</b>	<b>Tenderer's obligations</b>
<b>F.2.1</b>	<b>Eligibility</b>
F.2.1.1	<p>Only tenderers who satisfy the following criteria are eligible to submit tenders:</p> <ul style="list-style-type: none"> <li>(a) Quality control practices and procedures which ensure compliance with stated employer's requirements.</li> <li>(b) Availability of resources.</li> <li>(c) Capacity to mobilize own and sub-contracting resources.</li> <li>(d) Availability of skills to manage and perform the contract (assigned personnel).</li> <li>(e) Quality achievements on previous contracts of a similar nature.</li> <li>(f) Previous work of a similar nature.</li> </ul>
<b>F.2.2</b>	<b>Construction Industry Development Board (CIDB) Registration</b>
	<p>Only those tenders submitted by tenderers who are registered, or are capable of being registered, with an active status with the CIDB prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations, for a GBPE5 class of construction work, are eligible to have their tenders evaluated.</p> <p>Joint Ventures are eligible to submit tenders provided that:</p> <ul style="list-style-type: none"> <li>(a) Every member of the Joint Venture is registered with an active status with the CIDB;</li> <li>(b) The lead partner must be registered in the relevant class of construction work; and</li> <li>(c) The combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a GBPE5 class of construction work of value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations.</li> </ul>

F.2.3	<p><b>Minimum score for functionality</b></p> <p>In order to be considered for a contract in terms of this tender, tenderers must achieve the minimum score for functionality as stated below.</p> <p>The description of the functionality criteria and the maximum possible score for each is shown in the table below. The score achieved for functionality will be the sum of the scores achieved, in the evaluation process, for the individual criteria.</p> <p><b>Refer to Functionality schedule 2.1.4 (Part T2.1)</b> in Returnable Schedules required for Tender Evaluation. (Pg. 53)</p> <p>The minimum score for functionality is 70. Tenderers that fail to achieve the minimum score for functionality will be declared as non-responsive.</p> <p>Where the entity tendering is a Joint Venture the tender must be accompanied by a statement describing exactly what aspects of the work will be undertaken by each party to the joint venture (appended to Schedule 3, Part T2.2: Returnable Schedules).</p> <p>Tenderers shall ensure that the relevant information has been submitted with the tender offer in the prescribed format to ensure optimal scoring of functionality points for each Evaluation Criteria. Failure to provide all information <b>IN THIS TENDER SUBMISSION</b> could result in the tenderer not being able to achieve the specified minimum scoring.</p>
F.2.4	<p><b>Pre-qualification criteria for preferential procurement</b></p> <p>Refer to Functionality Criterium, elsewhere included in this tender document.</p>
F.2.5.	<p>The arrangements for the <b>compulsory site visit/clarification meeting</b> are as stated on the General Tender Information page.</p>
	<p>Date: 08 December 2025 / Location: Erf 22494, Tamsui Industria, George</p> <p>Starting time: 11:00</p>

F.2.6	<b>Seek Clarification</b>
	<p>The tenderer warrants that it has:</p> <p>a) inspected the Specifications and read and fully understood the Conditions of Contract.</p> <p>b) read and fully understood the whole text of the Specifications and Price Schedule and thoroughly acquainted itself with the nature of the goods proposed and generally of all matters which may influence the Contract.</p> <p>c) visited the site(s) where delivery of the proposed works will take place, carefully examined existing conditions, the means of access to the site(s), the conditions under which the delivery is to be made, and acquainted itself with any limitations or restrictions that may be imposed by the Municipal or other Authorities in regard to access and transport of materials, plant and equipment to and from the site(s) and made the necessary provisions for any additional costs involved thereby.</p> <p>d) requested the Employer to clarify the requirements contained in the Specifications and Price Schedule, the exact meaning or interpretation of which is not clearly intelligible to the tenderer.</p> <p>e) received any notices to the tender documents which have been issued in accordance with the Employer's SCM Policy.</p> <p>The Employer will therefore not be liable for the payment of any extra costs resulting from any claim submitted by the tenderer arising from any alleged ambiguity or uncertainty contained in the tender document.</p>
F.2.6.1	No alternative Tender offer will be considered.
F.2.6.2	Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.
F.2.6.3	Return all returnable documents to the employer after completing them in their entirety in non-erasable black ink.
F.2.6.4	Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.
F.2.6.5	Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint venture shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

F.2.6.6	<p>Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.</p> <p><u>The Employer's address for delivery of tender offers and identification details are:</u> Garden Route District Municipality, Head Office, 54 York Street, George (location of tender box).</p> <p>The identification details are: Tender number <b>GRDM/16/25-26</b></p>
F.2.6.7	A two-envelope procurement will <b>not</b> be followed.
F.2.6.8	Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
F.2.6.9	Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.
F.2.6.10	By signing the offer part of C1.1 Form of Offer and Acceptance the tenderer declares that all information provided in the tender submission is true and
F.2.7	<b>Closing time</b>
F.2.7.1	<p>Ensure that the employer received the tender offer at the address specified in the tender data not later than the closing time stated in the tender data.</p> <p>Accept that proof of posting shall not be accepted as proof of delivery.</p> <p>The closing time for submission of tender offers is at 11:00 on 30 January 2026.</p>
F.2.8	<b>Tender offer validity</b>
F.2.8.1	The Tender offer validity period is <b>12 weeks (84 days)</b> .
F.2.9	<b>Clarification of tender offer after submission</b>
	Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.
F.2.10	<b>Provide other material</b>

F.2.10.1	<i>Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), referencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.</i>
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F.2.11	<b>Compliance with Occupational Health and Safety Act, 85 of 1993</b>
	<p>Tenderers are to note the requirements of the Occupational Health and Safety Act, 85 of 1993 and the Construction Regulations, 2014 issued in terms of Section 43 of the Act. The Tenderer shall be deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith.</p> <p>In this regard the Tenderer shall submit with his tender a draft Health and Safety Plan in respect of the Works in sufficient detail to demonstrate the necessary competencies and resources to perform the construction work all in accordance with the Act, Regulations and Health and Safety Specification in the Scope of Work.</p>
F.2.12	<b>Inspections, tests and analysis</b>
	Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.
F.2.13	<b>Certificates</b>
	Include in the tender submission or provide the employer with any certificates as stated in the tender data.
F.3.	<b>Issue Addenda</b>
	Notwithstanding any requests for confirmation of receipt of Addenda issued, the tenderer shall be deemed to have received such addenda if the employer can show proof of transmission thereof (or a notice in respect thereof) via electronic mail, facsimile or registered post.
F.3.1	<b>Opening of tender submissions</b>
F.3.2	The time and location for opening of the tender offers is : 29 January 2026 at 12:00. The Tender Box at the Garden Route District Municipality is on the Ground Floor, 54 York Street, George.
F.3.3	<b>Clarification of a tender offer</b>
	The Employer may, after the closing date, request additional information or clarification from tenderer, in writing on any matter affecting the evaluation of the tender offer or that could give rise to ambiguity in a contract arising from the tender offer.



F.3.4	<b>Evaluation of tender offers</b>
F.3.4.1	<p>Method 1: Price and Preference</p> <p>In the case of a price and preference</p> <ol style="list-style-type: none"> <li>1) Score tender evaluation points for price.</li> <li>2) Score points for BBBEE contribution.</li> <li>3) Add the points scored for price and BBBEE.</li> </ol>
F.3.4.2.	<p><b>Method 2: Functionality, Price and Preference</b></p> <p>In the case of functionality, price and preference</p> <ol style="list-style-type: none"> <li>1) Score the functionality, rejecting all tender offers that fail to achieve the minimum number of points for functionality as stated in the Tender Data.</li> <li>2) No tender must be regarded as an acceptable tender if it fails to achieve the minimum qualifying score for functionality as indicated in the tender invitation.</li> <li>3) Tenders that have achieved the minimum qualification score for functionality must be evaluated further in terms of the preference points system prescribed in paragraphs 4 and 5 below.</li> </ol> <p><b>The 80/20 preference point system for acquisition of services, works or goods up to Rand value of R50 million.</b></p> <p>4) (a)(i) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a rand value equal to, or above R30,000 and up to Rand value of R50,000,000 (all applicable taxes included):</p> $P_s = \frac{80}{1} - \frac{P_t - P_{min}}{P_{min}}$ <p>Where</p> <p><math>P_s</math> = Points scored for comparative price of tender or offer under consideration; <math>P_t</math> = Comparative price of tender or offer under consideration; and  <math>P_{min}</math> = Comparative price of lowest acceptable tender or offer.</p> <p>(4)(b) Subject to subparagraph (4)(c), points must be awarded to a tender for attaining the B- BBEE status level of contribution in accordance with the table below:</p>

<b>B-BBEE Status Level of Contributor</b>	<b>80/20 Number of</b>	<b>90/10 Number of</b>
1	20	10
2	18	9
3	14	6
4	12	5
5	8	4
6	6	3
7	4	2
8	2	1
Non-compliant contributor	0	0

(4)(c) A

maximum of 20 points may be allocated in accordance with subparagraph (4)(b).

(4)(d) The points scored by tender in respect of B-BBEE contribution contemplated in subparagraph.

(4)(b) must be added to the points scored for price as calculated in accordance with subparagraph.

(4)(a).

(4)(e) Subject to paragraph 4.3.8 the contract must be awarded to the tender who scores the highest total number of points.

The 90/10 preference points system for acquisition of services, works or goods with a Rand value above R50 million.

(5)(a) The following formula must be used to calculate the points for price in respect of tenders with a Rand value above R50,000,000 (all applicable taxes included):

$$Ps = \frac{90}{1} - \frac{Pt - Pmin}{Pmin}$$

Where

$Ps$  = Points scored for comparative price of tender or offer under consideration;  $Pt$  = Comparative price of tender or offer under consideration; and

$Pmin$  = Comparative price of lowest acceptable tender or offer.

(5)(b) Subject to subparagraph (5)(c), points must be awarded to a tender for attaining the B- BBEE status level of contribution in accordance with the table below:

<b>B-BBEE Status Level of Contributor</b>	<b>80/20 Number of Points</b>	<b>90/10 Number of Points</b>
1	20	10
2	18	9
3	14	6
4	12	5
5	8	4
6	6	3
7	4	2
8	2	1
Non-compliant contributor	0	0

(5)(c) A maximum of 10 points may be allocated in accordance with subparagraph (5)(b).

(5)(d) The points scored by tender in respect of B-BBEE contribution contemplated in subparagraph (5)(b) must be added to the points scored for price as calculated in accordance with subparagraph (5)(a).

(5)(e) Subject to paragraph 4.3.8 the contract must be awarded to the tender who scores the highest total number of points.

F.3.5	<b>Decimal places</b>
	Score price, preference and functionality, as relevant, to two decimal places.
F.3.5.1	<p>Tender offers will only be accepted if:</p> <ul style="list-style-type: none"> <li>(a) the Tenderer has in his or her possession an original valid Tax Clearance Certificate issued or the PIN provided by the South African Revenue Services or has made arrangements to meet outstanding tax obligations;</li> <li>(b) the Tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;</li> <li>(c) the Tenderer submits a letter of intent from an approved insurer undertaking to provide the Performance Bond to the format included in Part T2.2 of the procurement document.</li> <li>(d) the Tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation.</li> <li>(e) the Tenderer has not abused the Employer's Supply Chain Management System.</li> <li>(f) the tender offer is signed by a person authorized to sign on behalf of the Tenderer.</li> <li>(g) the Tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the Tenderer's ability to perform the Contract in the best interests of the Employer or potentially compromise the tender process.</li> <li>(h) the Tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer;</li> <li>(i) the Employer is reasonably satisfied that the Tenderer has in terms of the Construction Regulations, 2014, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely.</li> <li>(j) the Tenderer has not failed to perform on any previous contracts and has not been given a written notice to the effect.</li> <li>(k) the Tenderer has submitted certified copies of the directors, owners and shareholders' identity documents with the tender offer.</li> <li>(l) the Tenderer must be registered on the Central Supplier Database.</li> <li>(m) Tenderer who submitted a tender as a Joint Venture has included an acceptable Joint Venture Agreement with his/her tender or has provided a letter of intent to form a Joint Venture signed by all parties.</li> <li>(n) the Tenderer is not in arrears for more than 30 days with municipal rates and taxes and services charges.</li> <li>(o) the Tenderer complies with the specifications and conditions applicable to the product and submitted all the required documentation as stipulated in part C3: Scope of Works.</li> </ul>

F.3.6	<b>Notice to tenderers</b>
F.3.6.1	Before accepting the tender of the successful tenderer, the Employer shall notify the successful tenderer in writing of the decision of the Employer's Bid Adjudication Committee to award the tender to the successful tenderer. No rights shall accrue to the successful tenderer in terms of this notice.
F.3.6.2	The Employer shall, at the same time as notifying the successful tenderer of the Bid Adjudication Committee's decision to award the tender to the successful tenderer, also give written notice to the other tenderers informing them that they have been unsuccessful.
F.3.7	<b>Provide copies of the contract</b>
F.3.7.1	The employer will provide the successful tenderer with one (1) paper copy of the signed contract as soon as possible after completion and signing of the form of offer and acceptance.
F.3.7.2	<p>The additional conditions of Tender are:</p> <ol style="list-style-type: none"> <li>1. Garden Route District Municipality may also request that the Tenderer provide written evidence that his/her financial, labour and resources are adequate for carrying out the project.</li> <li>2. The Garden Route District Municipality reserves the right to appoint a firm of chartered accountants and auditors and/or execute any other financial investigations on the financial resources of any Tenderer. The Tenderer shall provide all reasonable assistance in such investigations.</li> <li>3. Tender documents must be completed in black ink, and prices must include VAT, only where applicable and requested in the schedule of activities.</li> <li>4. Corrections may not be made by means of a correction fluid such as Tipp-Ex or a similar product. In the event of a mistake having been made it shall be crossed out in ink and be accompanied by a full signature at each and every alteration. The Municipality reserves the right to reject the Tender if corrections are not made in accordance with the above.</li> </ol>

## TAX COMPLIANCE INFORMATION PART A

Tax Compliance Status	TCS Pin:	or   CSD No:
B-BBEE Status Level Verification Certificate [Tick Applicable Box]	Yes    No	B-BBEE Status Level Sworn Affidavit <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE / SWORN AFFIDAVIT (FORM EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>		
Are You the Accredited Representative in South Africa for the Goods / Services / Works Offered?	Yes No <input type="checkbox"/> [If Yes, Enclose Proof]	Are You A Foreign Based Supplier? For The Goods / Services / Works Offered? Yes <input type="checkbox"/> No <input type="checkbox"/> [If Yes, Answer Part 2.]
Signature of Bidder	.....	Date .....

**B-BBEE certificates submitted with the tender documents MUST be a VALID ORIGINAL B-BBEE CERTIFICATE or VALID CERTIFIED COPY OF THE B-BBEE CERTIFICATE.**

***In the case of a Trust, Consortium or Joint Venture, they will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.***

MBD4

**DECLARATION OF INTEREST**

1.	No bid will be accepted from persons in the service of the state*.	
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 the service of the state, it is required that the bidder or their authorized representative declare their position in relation to the evaluating/adjudicating 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 / her representative: .....	
3.2	Identity number: .....	
3.3	Position occupied in the Company (director, trustee, shareholder <sup>2</sup> ): .....	
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 (where applicable) must be indicated in paragraph 4 below.	
3.8	Are you presently in the service of the state?	<b>YES / NO</b>
3.8.1	<p>* If yes, furnish the following particulars:</p> <p>Name of person / director / trustee / shareholder member: .....</p> <p>Name of state institution at which you or the person connected to the bidder is employed: .....</p> <p>Position occupied in the state institution: .....</p>	

	Any other particulars: .....	
	.....	
3.9	Have you been in the service of the state for the past twelve months?	<b>YES / NO</b>
3.9.1	If so, 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?	<b>YES / NO</b>
3.10.1	If yes, furnish the following particulars:  Name of person: .....  Name of state institution at which you or the person connected to the bidder is employed:  .....  Position occupied in the state institution:  .....  Any other particulars: .....  .....	
3.11	Are you aware of any relationship (family, friend, other) between the bidder and any person in the service of the state who may be involved with the evaluation and or adjudication of this bid?	<b>YES / NO</b>
3.11.1	If yes, furnish the following particulars:  Name of person: .....  Name of state institution at which you or the person connected to the bidder is employed:  .....  Position occupied in the state institution: .....	



	Any other particulars: ..... .....	
3.12	Are any of the company's directors, managers, principal? shareholders or stakeholders in the service of the state?	<b>YES / NO</b>
3.12.1	If yes, furnish the following particulars:  Name of person / director / trustee / shareholder / member: .....  Name of state institution at which you or the person connected to the bidder is employed: .....  Position occupied in the state institution: .....  Any other particulars: ..... .....	
3.13	Is any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in the service of the state?	<b>YES / NO</b>
3.13.1	If yes, furnish the following particulars:  Name of person / director / trustee / shareholder / member: .....  Name of state institution at which you or the person connected to the bidder is employed: .....  Position occupied in the state institution: .....  Any other 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	<b>YES / NO</b>

3.14.1	are bidding for this contract?  If yes, furnish particulars:  .....  .....		
4. Full details of directors / trustees / members / shareholders:  <b>THE FOLLOWING INFORMATION IS <u>COMPULSORY</u> TO COMPLETE:</b>			
<b>Full Name</b>	<b>Identity Number</b>	<b>Individual Tax Number for each Director</b>	<b>State Employee Number (where applicable)</b>
<b>5.</b>	<b>The contract will be automatically cancelled if there is a conflict of interest which is not disclosed by the bidder.</b>		

.....  
Signature

.....  
Date

.....  
Capacity

.....  
Name of Bidder

<sup>1</sup>MSCM 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 or 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 entity; or
- (f) an employee of Parliament or a provincial legislature.

<sup>2</sup> "Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercise control over the company.

## MBD 5

**DECLARATION FOR PROCUREMENT ABOVE R10 MILLION  
(ALL APPLICABLE TAXES INCLUDED)**

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

1. Are you by law required to prepare annual financial statements for auditing? **\*YES / NO**
  - 1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.  
.....  
.....
2. Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days? **\*YES / NO**
  - 2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services toward any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.
  - 2.2 If yes, provide particulars.  
.....  
.....  
.....  
.....
- 2 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract? **\*YES / NO**

3.1 If yes, provide particulars.

.....

.....

.....

.....

4 Will any portion of goods or services be sourced from outside **\*YES / NO** the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic.

4.1 If yes, furnish particulars.

.....

.....

.....

.....

### **CERTIFICATION**

**I, THE UNDERSIGNED (NAME) .....**

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS  
CORRECT. I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS  
DECLARATION PROVE TO BE FALSE.**

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

## MBD 6.1

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT  
REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL  
CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-  
BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS,  
2017.**

---

**1. GENERAL CONDITIONS**

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

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

1.2

- a) The value of this bid is estimated to ~~exceed~~ not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) ~~Either the 80/20 or 90/10 preference point system will be applicable to this tender (delete whichever is not applicable for this tender).~~

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	?
B-BBEE STATUS LEVEL OF CONTRIBUTOR	?
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

## 2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;

**2)** A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;

**3)** Any other requirement prescribed in terms of the B-BBEE Act;

(i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;

(j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

### 3. POINTS AWARDED FOR PRICE

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

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

$$Ps = \frac{80}{1 - \frac{Pt - Pmin}{Pmin}} \quad \text{or} \quad Ps = \frac{90}{1 - \frac{Pt - Pmin}{Pmin}}$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
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

### 5. BID DECLARATION

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

### 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1



- 6.1 B-BBEE Status Level of Contributor: . = ..... (maximum of 10 or 20 points).

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

## 7. SUB-CONTRACTING

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

(Tick applicable box)

YES		NO	
-----	--	----	--

- 7.1.1 If yes, indicate:

i) What percentage of the contract will be  
Sub-contracted.....%

ii) The name of the sub- contractor...  
.....

iii) The B-BBEE status level of the sub-  
contractor.....

- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

<b>Designated Group: An EME or QSE which is at least 51% owned by:</b>	<b>EME</b> √	<b>QSE</b> √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

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

8.1 Name of company/firm.....

8.2 VAT registration number.....

8.3 Company registration number.....

## 8.4 TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One-person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]

## 8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

## 8.6 COMPANY CLASSIFICATION

Manufacturer

Supplier

Professional service provider

Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

**8.7 MUNICIPAL INFORMATION****Municipality where business is situated:** .....**Registered Account Number:** .....**Stand Number**.....

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

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favorable arrangements due to such cancellation;
  - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution.

**WITNESSES**

1. ....

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

**DATE:**

.....

## SWORN AFFIDAVIT – BBBEE EXEMPTED MICRO ENTERPRISE

## SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a member / director / owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name	
Trading Name	
Registration Number	
Enterprise Address	

3. I hereby declare under oath that:
  - The enterprise is \_\_\_\_\_% black owned;
  - The enterprise is \_\_\_\_\_% black woman owned;
  - Based on the management accounts and other information available on the \_\_\_\_\_ financial year, the income did not exceed R10,000,000.00 (ten million rands);
  - Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% black owned	<b>Level One</b> (135% B-BBEE procurement recognition)	
More than 51% black owned	<b>Level Two</b> (125% B-BBEE procurement recognition)	
Less than 51% black owned	<b>Level Four</b> (100% B-BBEE procurement recognition)	

4. The entity is an empowering supplier in terms of **the dti** Codes of Good Practice.
5. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
6. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Commissioner of Oaths  
Signature & stamp

MBD8

## 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:
  - 8.10 abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
  - 8.11 been convicted for fraud or corruption during the past five years;
  - 8.12 willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - 8.13 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	<p>Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).</p> <p><b>The Database of Restricted Suppliers now resides on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</b></p>	Yes <input type="checkbox"/>	No <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)?  <b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5.1	If so, furnish particulars:		

### CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME) .....**

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION  
FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,  
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION  
PROVE TO BE FALSE.**

.....

**Signature**

.....

**Date**

.....

**Position**

.....

**Name of Bidder**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

1. This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a pe se prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38(1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - 3.1 take all reasonable steps to prevent such abuse;
  - 3.2 reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - 3.3 cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (MBD9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.



**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

*I, the undersigned, in submitting the accompanying bid:*

---

*(Bid Number and Description)*

*in response to the invitation for the bid made by:*

**GARDEN ROUTE DISTRICT MUNICIPALITY**

*do hereby make the following statements that I certify to be true and complete in every respect:*

*I certify, on behalf of: \_\_\_\_\_ that:*  
*(Name of Bidder)*

- 6. I have read and I understand the contents of this Certificate;*
- 7. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;*
- 8. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;*
- 9. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;*
- 10. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:*
  - 10.1 has been requested to submit a bid in response to this bid invitation;*
  - 10.2 could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and*
  - 10.3 Provides the same goods and services as the bidder and/or is in the same line of business as the bidder.*

**MBD9**

- 11 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>3</sup> will not be construed as collusive bidding.
- 12 In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - 12.1 prices;
  - 12.2 geographical area where product or service will be rendered (market allocation);
  - 12.3 methods, factors or formulas used to calculate prices;
  - 12.4 the intention or decision to submit or not to submit, a bid;
  - 12.5 the submission of a bid which does not meet the specifications and conditions of the bid; or bidding with the intention not to win the bid.
13. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
14. 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.
15. 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 legislation.  
or any other applicable

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

<sup>3</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.

**CERTIFICATE FOR MUNICIPAL SERVICES (COMPULSORY TO COMPLETE)**

Information required in terms of the Supply Chain Management Regulations, Regulation 28 (1) (c).

Tender Number: **G R D M / 1 6 / 2 5 - 2 6**

Name of the Bidder: \_\_\_\_\_

**DETAILS OF THE BIDDER/S: Owner / Proprietor / Director(s) / Partner(s), etc:**

Physical Business address of the Bidder	Municipal Account Number(s)

If there is not enough space for all the names, please attach the additional details to the Tender document.

Name of Director / Member / Partner	Identity Number	Physical <b>residential</b> address of Director / Member / Partner	Municipal Account number(s)

I, \_\_\_\_\_, the undersigned,  
(full name in block letters)

certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days.

\_\_\_\_\_  
Signature

THUS, DONE AND SIGNED for and on behalf of the Bidder / Contractor

at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 2026

**PLEASE NOTE:**

**MUNICIPAL ACCOUNTS FOR ALL PROPERTIES OWNED BY BIDDER/S MUST BE ATTACHED TO THE TENDER DOCUMENT!**

***Even if the requested information is not applicable to the Bidder, the table above should be endorsed NOT APPLICABLE with a reason and THIS DECLARATION MUST STILL BE COMPLETED AND SIGNED. In the event of leasing, a lease agreement MUST be attached to the tender document.***

**GARDEN ROUTE DISTRICT MUNICIPALITY TENDER**

**NUMBER: GRDM/16/25-**

**26**

**CONSTRUCTION OF NEW STORAGE FACILITY**

**/PARKING GARAGE AT THE REGIONAL FIRE**

**STATION IN GEORGE**

**Returnable Documents (Part T2)**

**(ALL Documents and Schedules MUST BE RETURNED for the TENDER to Qualify)**

- |      |  |
|------|--|
| T2.1 | Documents required for Tender Evaluation purposes              |
| T2.2 | List of Returnable Schedules Required for Tender Evaluation    |
| T2.3 | Returnable Schedules that will be incorporated in the contract |

**NOTE:**

Although the documents under Part T2 is headed “Returnable Documents” in line with the CIDB model, these are not the only documents to be returned together with the Tender. **All** the documents indicated on document T1, must be completed and signed where applicable and submitted as a **complete set of documents**.

**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NUMBER: GRDM/16/25-**

**26**

**CONSTRUCTION OF NEW STORAGE FACILITY/PARKING GARAGE**

**AT THE REGIONAL FIRE STATION IN GEORGE**

**Documents Required for Tender Evaluation  
Purposes (Part T2.1)**

- |            |   |
|------------|---|
| Form 2.1.1 | Certificate of Tenderer's Attendance at the Compulsory Information Session / Site Meeting     |
| Form 2.1.2 | Written Proof of Tenderers registration at the Construction Industry Development Board (CIDB) |
| Form 2.1.3 | An audited copy of the latest set of financial statements                                     |

**FORM 2.1.1 CERTIFICATE OF TENDERER'S ATTENDANCE AT THE COMPULSORY CLARIFICATION MEETING**

This is to certify that I, .....,  
representative of (Tenderer) .....  
.....  
of (address) .....  
.....  
.....  
Telephone number .....  
Fax number .....  
attended Clarification Meeting on **Monday 08 December 2025 at 10:00** in the  
company of (Garden Route District Municipality / Employer's Representative)  
.....

**PLEASE NOTE:**

Tenderers are requested to submit the minutes received at above-mentioned compulsory information session/meeting with their Tender documents. (Non-submission of this information may lead to rejection of this Tender)

**TENDERER 'S REPRESENTATIVE:** .....

**GARDEN ROUTE DISTRICT MUNICIPALITY / EMPLOYER'S REPRESENTATIVE:** .....



**FORM 2.1.2 PROOF OF REGISTRATION AT THE CONSTRUCTION INDUSTRY  
DEVELOPMENT BOARD (CIDB)**

The Tenderer is to affix to this page:

- Written proof of Tenderers registration at the CIDB

**FORM 2.1.3 AUDITED COPY OF THE LATEST SET OF FINANCIAL STATEMENTS**

*The Tenderer is to affix to this page:*

- *Tenderers audited financial statements*

**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NUMBER:**

**GRDM/16/25-26**

**CONSTRUCTION OF NEW STORAGE FACILITY /PARKING GARAGE**

**AT THE REGIONAL FIRE STATION IN GEORGE**

**List of Returnable Schedules Required for Tender  
Evaluation Purposes (T2.2)**

Form 2.2.1	General Information
Form 2.2.2	Authority for Signatory
Form 2.2.3	Financial References
Schedule 2.2.4	Functionality

**FORM 2.2.1****GENERAL INFORMATION**

1. Name of tendering entity:

---

1. Contact details

Address:

---



---

Tel no:

---

Fax no:

---

E-mail address:

---

2. Legal entity: Mark with an **X**.

Sole proprietor	
Partnership	
Close corporation	
Company (Pty) Ltd	
Joint venture	

In the case of a Joint venture, provide details on joint venture members:

Joint venture member	Type of entity (as defined above)

3. Income tax reference number:  
\_\_\_\_\_ (in the case of a joint venture, provide for all joint venture members)
4. Regional services area where the enterprise is registered:  
\_\_\_\_\_ (In the case of a joint venture, provide for all joint venture members)
5. Regional services levy registration number: \_\_\_\_\_ (In the case of a joint venture, provide for all joint venture members)
6. VAT registration number: \_\_\_\_\_ (In the case of a joint venture, provide for all joint venture members)
7. Company or closed corporation registration number:  
\_\_\_\_\_ (In the case of a joint venture, provide for all joint venture members)
8. Details of proprietor, partners, closed corporation members, or company directors, indicating technical qualifications where applicable (Form on the next page).

For joint ventures the following must be attached (**COMPULSORY**):

- Written power of attorney for authorized signatory.
- **Pro-forma of the joint venture agreement.**  
\* If the Joint Venture Agreement is not attached, the tender will not be considered!

**DETAILS OF PROPRIETOR, PARTNERS, CLOSED CORPORATION MEMBERS OR COMPANY DIRECTORS**

Name and Identity Number	Relevant qualifications and experience	Years of relevant experience

Name of Tendering Entity:

Signature:

Date:

**FORM 2.2.2 AUTHORITY FOR SIGNATORY**

Details of person responsible for Tender process

Name .....

Contact  
number .....

Address of office submitting the  
tender .....

Telephone no .....

Fax no) .....

E-mail address .....

Signatories for close corporations and companies shall confirm their authority by attaching to this form a **duly signed and dated original or certified copy** of the relevant resolution of their members or their board of directors, as the case may be.

"By resolution of the board of directors passed on (date) .....

Mr. ....

has been duly authorized to sign all documents in connection with the Tender for Contract Number .....and any Contract which may arise there from on behalf of

(BLOCK CAPITALS) .....  
.....  
.....

SIGNED ON BEHALF OF THE COMPANY: .....

IN HIS CAPACITY AS: .....

DATE: .....

FULL NAMES OF SIGNATORY: .....

AS WITNESSES 1. ....

2. ....

**FINANCIAL REFERENCES****FINANCIAL STATEMENTS**

I/We agree, if required, to furnish an audited copy of the latest set of financial statements together with my/our Directors' and Auditors' report for consideration by the Employer.

**DETAILS OF TENDERING ENTITY'S BANK**

The tenderer is to submit an Original Bank Statement of Good Financial Standing containing the following information:

<b>Pro-forma Bank Statement</b>	
Bank Report on (Name of Company)	
Account Number	
Bank	
Branch Code	
Amount (tender value)	
Duration (contract period)	
<b>Business Potential Code</b>	
	Mark X against applicable category
<b>A</b> UNDOUBTED FOR INQUIRY	
<b>B</b> GOOD FOR AMOUNT QUOTED	
<b>C</b> GOOD FOR AMOUNT QUOTED IF STRICTLY IN WAY OF BUSINESS	
<b>D</b> FAIR TRADE RISK	
<b>E</b> FIGURE CONSIDERED TOO HIGH	
<b>F</b> FINANCIAL POSITION UNKNOWN	
<b>G</b> OCCASIONALLY DISHONOURED	
<b>H</b> FREQUENTLY DISHONOURED	



Or alternatively I/We hereby authorize the Employer/Engineer to approach all or any of the following banks for the purposes of obtaining a financial reference:

<b>DESCRIPTION OF BANK DETAIL</b>	<b>BANK DETAILS APPLICABLE TO TENDERER 'S HEAD OFFICE</b>
Name of bank	
Branch name	
Branch code	
Street address	
Postal address	
Name of manager	
Telephone number	
Fax number	
Account number	

**SIGNED ON BEHALF OF  
TENDERER**

**Date:**

**SCHEDULE 2.2.4                      FUNCTIONALITY**

*In terms of Method 2 (Functionality, Price and Preferences) for evaluation of the tender, the tenderer must submit sufficient information to allow the Bid Committee to assess the Functionality of the tenderer. **The information required must be provided as additional pages appended to this Schedule, with the number of appended pages specified and the Schedules signed by the authorized signatory.***

*ALSO NOTE: The information provided by the tenderer is subject to verification and if any form of falsification or misrepresentation of any of the required details is found, the tender will be disqualified.*

*The functionality table below shows the fully transparent criteria for functionality evaluation and scoring. PLEASE DO NOT score any items in the table, this will be done by the Employer during tender adjudication upon scrutiny and verification of the information pages appended to this Schedule.*

**1 GENERAL DEFINITIONS:**

**1.1 “Functionality”** *in terms of this tender means the measurement according to predetermined norms of a service or commodity designed to be practical and useful, working or operating, considering quality, reliability, viability and durability of a service or commodity. It refers to the specialist expertise, technical ability, resources, and experience required from the tenderer to be able to undertake and successfully execute and complete the work pertaining to this specific project and contract type.*

**2 THE EVALUATION OF THE BIDS WILL BE CONDUCTED IN THE FOLLOWING TWO STAGES:**

---

**A.** *Firstly, the assessment of functionality will be done in terms of information made available by the tenderer according to the criteria in the Functionality Tables below, where a total of 100 points are awarded, broken down as per the items listed in the table. The minimum qualifying threshold will be 70 of the 100 points awarded for functionality (70%).*

*Bidders that score less than 70 out of 100 points for this criteria will be regarded as non-responsive and will not be evaluated on price and B-BBEE.*

**B.** *Thereafter, only the tenders qualifying with a score of 80 and above will be evaluated in terms of the applicable preference points system (80:20) and financial offer, where 80 points are used for price and the remaining 20 points are used for Broad-Based Black Economic Empowerment (B-BBEE) status level of contribution*

*Note:*

*Unclear, vague, fragmented or incomplete information provided will result in no points being allocated.*

*Bidders must ensure that relevant information is submitted. If information is not submitted or referred to as an attachment, no points will be awarded.*

	<b>CRITERIA</b>	<b>MAXIMUM POINTS</b>	<b>BIDDER SCORE</b>
1	Company (or JV) Experience	25	
2	References Related to that Experience	30	
3	Site Staff & Personnel	30	
4	Company Infrastructure and Method Statement	15	
	<b>TOTAL</b>	<b>100</b>	

*Functionality criteria are further divided as follows and points will be awarded as indicated below:*

**SIGNED ON BEHALF OF TENDERER:**

.....

Criterion 1: Company (or JV) Experience

Please note : Appointment letters will not be considered

- (a) *A maximum of 25 points will be awarded at the sole discretion of the Municipality's Bid Evaluation Committee based on the information provided. Please note that this section refers to the Company's and its legacy firms past experience, and is not a duplication of Criterion 3's Key staff and Personnel. Meaning this section takes into consideration that the Company as an entity has gained relevant experience in the past and showcase that the company is and well established building construction company.*
- (b) *Relevant experience is defined as the accumulation of knowledge or skill that results from direct participation in relevant/similar events or activities and/or as determined by the Garden Route District Municipality and/or professional consulting engineer where applicable.*

<b>Experience required:</b> <i>Successfully completed building and civil construction projects</i>	<b>Maximum points</b>	<b>Bidder Score</b>
<i>A minimum 1 year but up to 3 year's total relevant experience.</i>	<b>15</b>	
<i>More than 3 years, but up to 5 years total relevant experience.</i>	<b>20</b>	
<i>More than 5 years total relevant experience of the company.</i>	<b>25</b>	
<b>Total</b>		

**SIGNED ON BEHALF OF TENDERER:**

.....

**Criterion 1: Company (or JV) Experience**

(c) *In order to claim points for the above, bidders must submit sufficient information as well as documentary proof of experience relating to building and civil construction, by means of completion certificates and appointment letters.*

(d) *Points will only be awarded for relevant & completed experience obtained relevant to the Tender Scope of Works. To be able to gain points the Tenderer must submit proof that the company has obtained the relevant experience for this Tender's Scope of Works & Specifications, and not only parts thereof. If experience is listed, please ensure it is applicable and relevant to the whole of this Tender and not only to parts thereof, otherwise the Bidder will not be awarded the necessary points. **Bidders to provide enough experience to score the total points as prescribed e.g. in order to claim 30 points, relevant information should be listed for current projects as well as projects completed in the last five (5) years.***

**NB: If no information is provided below OR referred to as an additional attachment NO POINTS WILL BE AWARDED.**

Table 1

<b>Employer/Client</b>	<b>Nature of work/Scope of work (A full breakdown of the scope to be submitted)</b>	<b>Value of Work (incl. VAT)</b>	<b>Start and completion date (month and year) Duration</b>
			Start Completion Duration
			Start Completion Duration
			Start Completion Duration
			Start Completion Duration
			Start Completion Duration
			Start Completion Duration

**SIGNED ON BEHALF OF TENDERER:**

.....

**Criterion 2: References related to Experience**

Please note that this section refers to the Company's and its legacy firms' references related to the experience.

Bidders should provide copies of three (3) reference letters, on an official letterhead of the reference, in relation to the experience gained on projects relevant to the scope of work.

**The following detail should be included in the reference letter:**

- Detail of the work that have been successfully completed
- Was the work completed within the contractual time frame?
- Was the work completed within the Contract Price / Amount /Budget / Project programme/schedule. Meaning did the contractor keep to his budget and Scope of Works and not overspend without provisional approval and keep to the programme/schedule?
- Compliance with the Occupational Health & Safety regulations on the project.
- General performance on the project.

**The letter should also include who the reference person is with all his/her contact details.**

OR

**Bidders can provide their references with the attached questionnaire (see Table 2), which have to be completed and signed by the references.**

The Municipality/Consultant reserves the right to validate and verify the information from the references or to ask more questions or proof to satisfy the evaluation process.

Please note that points will not overlap, meaning points are awarded only once per reference/company/entity per project experience. **Please refrain from submitting multiple references from the same company on the same project. Please note it is the duty of the Bidder to ensure that the references given are relevant to the Scope of Works.**

- **Reference Scoring:** A maximum of **30** points will be awarded at the sole discretion of the Municipality's Bid Evaluation Committee based on the information provided and will be split as follows.
- In order to claim points, bidders must submit, with the tender document, three reference letters to which the above-mentioned Experience have been provided.
- These references letters must be current/most recent, relevant and related to the Experience submitted. The letters must not be older than five (5) years.
- It is the bidders' responsibility to ensure that the details provided are correct, before submitting his tender, and that the references will be available and be able to provide additional feedback, if necessary.
- If the references are unable to validate, verify or provide additional information on the projects, no points will be awarded for that particular reference.
- 10 points will be awarded for each reference letter which is positive and relevant to the Scope of Works of this contract, subject to the final discretion of SCM bid evaluation staff.

**NB: If no reference letters or questionnaires are attached NO POINTS WILL BE AWARDED. COMPLETION CERTIFICATES AND/OR APPOINTMENT LETTERS WILL**

Criterion 2: References related to Experience

The following are typical questions that could be asked from the references, please note that the evaluation committee reserves the right to ask more questions and request more proof to satisfy the evaluation process.

**The project scope consists of the construction of a new storage facility /parking garage at the regional fire station**

Table 2

Question to Reference	Reference's Response
<b>1. SCOPE:</b>  Have this Contractor successfully performed a similar Scope of Works for you in the past?	Yes .....No.....  If No, please state why: ..... .....
<b>2. TIME / PROGRAMME:</b>  Was the work completed within the Contractual time frame? Excluding normal contractor delays, did the contractor finish in time without running into Penalties? Was there any delay due to non-responsiveness? Did the contractor perform as per their programme and Tender specs?	Yes .....No.....  If No, please state why: ..... ..... .....
<b>3. PRICE / BUDGET:</b>  Was the work completed within the Contract Price / Amount /Budget. Meaning did the contractor keep to his budget and Scope of Works and not overspend without provisional approval?	Yes .....No.....  If No, please state why: ..... .....
<b>4. OHS:</b>  Did the Contractor comply with the Occupational Health & Safety regulations on site? Did the contractor timely correct any OHS issues within the timeframes set within the OHS Audit report? Is this contractor Safety minded and responsive to OHS instructions	Yes .....No.....  If No, please state why: ..... ..... .....
<b>5. OVERALL / VERDICT:</b>  In general, were you satisfied with the Contractor's performance on your site, their professionalism, ethics, execution method - thus would you recommend this contractor for this Tender considering all of above?	Yes .....No.....  If No, please state why: ..... ..... .....

.....  
**REFERENCE NAME**

.....  
**SIGNATURE**

*Criterion 2: References related to Experience*

.....  
CONTACT PERSON & TELEPHONE NUMBER DATE

**STAMP OF REFERENCE**



**Criterion 3: Key Staff & Personnel allocated / reserved for this Tender**

(a) A maximum of **25 points** will be awarded at the sole discretion of the Municipality's Bid Evaluation Committee based on the information provided and will be split as follows. Points will only be award once for each staff/personnel allocated to this Tender, no multiple scoring per person.

(b) **NB: Please provide name of staff member in the space provided below. If no name is provided NO POINTS WILL BE AWARDED.**

**Table 3**

<b>Key Staff &amp; Personnel Required:</b>	<b>Max points</b>	<b>Name of Staff member</b>	<b>Bidder Score</b>
<b>Contract Manager / Site Agent (min 16 hours / 2 days per week)</b> <ul style="list-style-type: none"> <li>• Must be suitably skilled and have CV verifiable experience managing Building and or Civil and Structural projects. Is overall responsible for the execution of the works and all associated project management</li> <li>• Must manage all Municipal instructions and ensure execution of Tender specifications. Must inspect and approve all works and manage Payment Certificates</li> <li>• Must be computer literate, compile admin reports, proficient in the use of Excel Spread Sheets, capture data and quantities, daily communication electronically via email etc.</li> </ul>	10		
<b>General Foreman: Construction Manager &amp; Supervisor (min 40 hours / 5 days per week / full time on site)</b> <ul style="list-style-type: none"> <li>• Must be suitably skilled and have CV verifiable experience as foreman on Building Construction, Steel Structures and Civil Services projects.</li> <li>• Must supervise the works full-time on site, the team / the workers and the correct use of all plant/machinery.</li> <li>• Must be able to work with local labour.</li> <li>• Must ensure all Codes &amp; Standards specifications are met and carried out.</li> <li>• Must be able to do setting-out &amp; levelling sewer lines, stormwater lines and roads to obtain accurate and uniform finishes according to specifications.</li> <li>• Must be able to supervise the sewer, water, stormwater and roads construction teams and instruct corrective action</li> <li>• Must be able to perform site administration, quality control, apply OHS requirements, etc.</li> </ul>	10		

**Returnable Schedules Required for tender Evaluation****Part T2.2**

<b>Key Staff &amp; Personnel Required:</b>	<b>Max points</b>	<b>Name of Staff member</b>	<b>Bidder Score</b>
<b>Administration &amp; office management</b> <ul style="list-style-type: none"><li>Person or personnel must be suitably skilled and have CV verifiable experience administering the Company's staff appointments, managing salaries and wages, tax matters, material orders, debtors/creditors, invoicing, sub-contractor management, etc.</li></ul>	10		
<b>TOTAL</b>	<b>30</b>		

(c) In order to claim points for the above bidders must submit detailed Curriculum Vitae (CV) of each key personnel to be used/allocated for this Tender. **The staff or personnel listed above must currently be employed by the Bidder company, if not then a letter stating such intent to employ this person, including this person's signature of willingness & acceptance for the intended duration of the project.** CV experience listed of key staff must be relevant and current. Points can only be allocated once, meaning one-person-one-score, no multiple scoring. Please note the staff allocated to this Tender must be on-site and used for this Tender. If the person is unavailable during time of Execution he/she must be replaced with someone of equal or better value and experience and proof as per CV submitted.

NB: Relevant experience is defined as the accumulation of knowledge or skill that results from direct participation in relevant similar events or activities and/or as determined by the Garden Route District Municipality and/or professional consulting engineer where applicable.

**SIGNED ON BEHALF OF TENDERER:** .....

**Criterion 4: Company Infrastructure and Method Statement**

Bidder is to submit own generated documentation to satisfy the criteria below for the evaluation process.

A maximum of **15 points** will be awarded based on the information provided.

**Table 4**

<b>Requirement</b>	<b>Maximum Points</b>	<b>Bidder Score</b>
<b>Company Organogram:</b> Provide an overview of the Company' or JV's structure, leadership, management, registration, business profile and membership of associations in the building industry	3	
List the proposed sub-contractors to be appointed/employed, indicating which portion of the works will be allocated to them  Note, include OHS officer if applicable  Brief experience/CV/company profile of each sub-contractor to be included	3	
<b>Method Statement:</b>		
State the proposed overall sequencing of the works, including anticipated time allocated for each defined element	3	
Briefly state how quality control of the various building elements and finishing will be ensured	3	
Describe details of the implementation of Occupational Health and Safety requirements	3	
<b>TOTAL</b>	<b>15</b>	

If no information is provided as additional attachments, **NO POINTS WILL BE AWARDED.**

**SIGNED ON BEHALF OF TENDERER:** .....

**JOINT VENTURES**

*The evaluation of functionality regarding a Consortium or Joint venture, will be performed as follows:*

*For company experience the evaluation is based on the experience of the partner with the highest/longest experience record;*

*For the evaluation of the project team, if applicable, at least one of the Project leaders must be an employee with the leading partner of the consortium or joint venture. The leading partner of the consortium or joint venture is determined by the shareholding regarding the liability, which is included in the consortium or joint venture agreement.*

*If required for the evaluation of the financial ratings, if not issued for the consortium or joint venture specifically, the rating of the leading partner will be use in the assessment.*

*The designated Project leaders, if applicable, may not be changed without the prior approval of the accounting officer or his/her nominated person once the bid was awarded.*

**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NUMBER:**

**GRDM/16/25-26**

**CONSTRUCTION OF NEW STORAGE FACILITY /PARKING**

**GARAGE AT THE REGIONAL FIRE STATION IN GEORGE**

***Returnable Schedules that will be Incorporated in  
the Contract (Part T2.3)***

**FORM 2.3.1 RECORD OF ADDENDA TO TENDER DOCUMENTS**

We confirm that the following communications received from the Employer before the submission of this Tender offer, amending the Tender documents, have been taken into account in this Tender offer:

	<b>Date</b>	<b>Title or Details</b>
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attach additional pages if more space is required.

Signed: ..... Date: .....

Name: ..... Position: .....

SIGNED ON BEHALF OF TENDERER: .....

**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NUMBER: GRDM/16/25-**

**26**

**CONSTRUCTION OF NEW STORAGE FASILITY /PARKING**

**GARAGE AT THE REGIONAL FIRE STATION IN GEORGE**

**Agreement And Contract Data (Part C1)**

Part C1.1	Form of Offer and Acceptance
Part C1.2	Contract Data
Part C1.3	Objections and Complainants Form
Part C1.4	Form of Performance Guarantee

**GARDEN ROUTE DISTRICT MUNICIPALITY**

**TENDER NUMBER: GRDM/16/25-26**

**CONSTRUCTION OF NEW STORAGE FASILITY /PARKING GARAGE  
AT THE REGIONAL FIRE STATION IN GEORGE**

**Form of Offer and Acceptance (Part  
C1.1)**

**(AGREEMENT) OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of:

**Construction of New Disaster Management Store**

The Tenderer, identified in the Offer signature block below, has examined the documents listed in the Tender Data and addenda thereto as listed in the Tender schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this apart of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:**

.....

..... rand (in words); R ..... (in figures),

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Service Provider in the Conditions of Contract identified in the Contract Data.

Signature(s) \_\_\_\_\_

Name(s) \_\_\_\_\_

Capacity \_\_\_\_\_

\_\_\_\_\_  
(Name and address of organization)



**ACCEPTANCE**

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the Tenderer's Offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the Conditions of Contract identified in the Contract Data. Acceptance of the Tenderer's Offer shall form an agreement, between the Employer and the Tenderer upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the contract are contained in

Part C1 Agreements and Contract Data  
(which includes this Form of Offer and Acceptance)  
Part C2 Pricing Data  
Part C3 Scope of Work

and drawings and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

The Tenderer shall within two weeks after receiving a completed copy of this Agreement, contact the Employer's representative (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the Conditions of Contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the Tenderer (now Contractor) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding contract between the parties.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the Tender documents and the receipt by the Tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

**FOR THE TENDERER:**

Signature(s)

Name(s)

Capacity

_____	_____
_____	_____
_____	_____

\_\_\_\_\_  
(Name and address of organization)

**FOR THE EMPLOYER:**

Signature:

\_\_\_\_\_

Name

**MR GERHARD OTTO**

Capacity

**DISASTER MANAGEMENT MANAGER**

**GARDEN ROUTE DISTRICT MUNICIPALITY  
54 YORK STREET  
GEORGE  
6530**

**GARDEN ROUTE DISTRICT MUNICIPALITY**

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**Contract Data (Part C1.2)**

**C1.2 CONTRACT DATA**

*Building work will be performed in terms of the clauses, conditions, definitions and procedures of the Joint Building Contracts Committee, Principal Building Agreement (JBCC PBA) Organs of State Edition 6.2, published May 2018.*

*The employer to purchase a copy of the contract from a duly authorized commercial vendor or directly from:*

*Master Builders Association  
Association of South African Quantity Surveyors  
South African Association of Consulting Engineers  
South African Institute of Architects*

**REFER TO ANNEXURE A: JBCC ORGANS OF STATE CONTRACT DATA SCHEDULE**

*(Consisting of 14 pages)*

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**Objections and Complainants Form (Part C1.3)**

(Section 1.11.15 of the Garden Route District Municipality's Supply Chain Management Policy)

*(1) Details of Objector/Complainant*

Name: \_\_\_\_\_

Address: (postal and street): \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact person: \_\_\_\_\_

Reference number of Tender: \_\_\_\_\_

*Other Party's Details (If any)*

Name: \_\_\_\_\_

Address: (postal and street): \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact person: \_\_\_\_\_

Reference number of Tender: \_\_\_\_\_

*Description of Issue[s] in Dispute*

*List of Documents Attached*

---

*Determination Sought in Respect of Objection or Complaint*

---

*Form submitted by:*

*Name:*

---

*Signature:*

---

*Position:*

---

*Date:*

---

*Place:*

---

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***Form of Performance Guarantee***

***(Part C1.4)***

*See JBCC standard form, attached to this tender document as **Annex E***

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***Pricing Data (Part C2)***

C2.1      *Pricing Instructions*

C2.2      *Bills of Quantities*



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**CONSTRUCTION OF NEW STORAGE FACILITY /PARKING  
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**Pricing Instructions (Part C2.1)**

**C2.1 PRICING INSTRUCTIONS**

1. Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.
2. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.
3. The Building Agreement, Contract Data, Specifications (including Preambles for Trades) and Drawings shall be read in conjunction with the Bills of Quantities.
4. The Bills comprise items covering the Contractor's profit and costs of general liabilities and includes the construction of temporary and permanent works.
5. The Bills of Quantities, including specialist trades where applicable, has been drawn up in accordance with the Standard System of Measuring Building Work published and issued by the Association of South African Quantity Surveyors (Seventh Edition), 2015. The Bills of Quantities forms part of and must be read and priced in conjunction with all the other documents forming part of the contract documents, the Building Agreement, Specifications, Drawings and all other relevant documentation.
6. It will be assumed that prices included in the Bills of Quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to or [www.iso.org](http://www.iso.org) for information on standards)
7. The tender price must include for Value Added Tax (VAT). All rates, provisional sums, etc. in the Bills of Quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.
8. The Contract Data, Preliminaries and the Principal Building Agreement referenced therein, including all additions, omissions and alterations to the various parts of these documents, must be studied for the full extent and meaning of each and every clause.
9. The items in these tender documents are to be read and priced in conjunction with and the descriptions regarded as amplified by The Model Preamble of Trades as recommended and published by the Association of

South African Quantity Surveyors, 2008 edition. No claim arising from brevity of description of items fully described in the said Model Preambles for Trades will be entertained

10. Unless stated to the contrary, items are measured net in accordance with the Drawings without any allowance having been made for waste and the tenderer's attention is drawn to the fact that their prices must make allowance for all cut-offs, waste, spillage and any other provision that they may require in the execution of the work.
11. The amounts and rates to be inserted in the Bills of Quantities shall be the full inclusive amounts to the Employer for the work described under the several items. Such amounts shall cover all the costs and expenses that may be required in and for the construction of the work described, and shall cover the costs of all general risks, profits, taxes (but excluding value-added tax), liabilities and obligations set forth or implied in the documents on which the Tender is based.
12. An amount or rate shall be entered against each item in the Bill of Quantities, whether or not quantities are stated. An item against which no amount or rate is entered will be deemed as covered by the other amounts or rates in the Bill.
13. The Tenderer shall also fill in a rate against the items where the words "rate only" appear in the amount column. Although no work is foreseen under these items and no quantities are consequently given in the quantity column, the tendered rates shall apply should work under these items be required.
14. Should the Tenderer group a number of items together and tender one sum for such group of items, the single tendered sum shall apply to that group of items and not to each individual item, or should he indicate against any item that full compensation for such item has been included in another item, the rate for the item included in another item shall be deemed to be nil.
15. The tendered rates, prices and sums shall, subject only to the provisions of the Conditions of Contract, remain valid irrespective of any change in the quantities during the execution of the Contract.
16. The quantities of work as measured and accepted and certified for payment in accordance with the Conditions of Contract, and not the quantities stated in the Bills of Quantities, will be used to determine payments to the Contractor. The validity of the Contract shall in no way be affected by differences between the quantities in the Bills of Quantities and the quantities certified for payment.
17. Ordering of materials are not to be based on the Bills of Quantities, but only on information issued for construction purposes. Any ordering of materials based on the Bills of Quantities are at the Contractor's risk

18. For the purposes of these Bills of Quantities, the following words shall have the meanings hereby assigned to them:

Unit:	The unit of measurement for each item of work as defined in the Standardized Project or Particular Specifications
Quantity:	The number of units of work for each item
Rate:	The payment per unit of work at which the Tenderer tenders to do the work
Amount:	The quantity of an item multiplied by the tendered rate of the (same) item
Item:	An amount tendered for an item, the extent of which is described in the Bill of Quantities, the Specifications or elsewhere, but of which the quantity of work is not measured in units

19. The units of measurement indicated in the Bills of Quantities are metric units. The following abbreviations may appear in the Bill of Quantities:

mm	=	millimeter	m	=	meter
km	=	kilometer	m <sup>2</sup>	=	square meter
m <sup>3</sup>	=	cubic meter	kW	=	kilowatt
kg	=	kilogram	t	=	ton (1 000 kg)
%	=	per cent	PC Sum	=	Prime Cost Sum
Prov Sum	=	Provisional Sum			

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## **BILLS OF QUANTITIES (C2.2)**

**REFER TO ANNEXURE B ATTACHED TO THESE TENDER DOCUMENTS**

**FOR BILLS OF QUANTITIES CONSISTING OF THE FOLLOWING SECTIONS:**

1. Preliminaries
2. Building Work
3. External Work
4. Provisional Sums
5. Final Summary

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## **Scope of Works (Part C3)**

### **C 3.1 DESCRIPTION OF WORKS**

The scope of work involves site preparation, excavation, and the phased construction of a new steel portal frame building comprising 14 bays. The project will be executed in three phases as outlined in the Bills of Quantities.

**Phase A** includes the construction of the substructure and ground floor for the first six bays. This phase encompasses associated concrete works, installation of steel columns, and the placement of roof sheeting.

**Phase B** covers the full construction of the remaining eight bays. Additionally, all perimeter walls, plastering, painting, and side cladding for the entire building will be completed during this phase.

**Phase C** remains provisional and will be defined at the commencement of Phase B. It will only be implemented if Phase B needs to be subdivided due to budgetary constraints

Fire and Electrical installations as well as paving are included.

The approximate area of building is 810m<sup>2</sup> and paving is approximately 1121 m<sup>2</sup>

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**Site Information (Part C4)**

*The site is comprised of two adjoining erven located in Tamsui Industria, Steinhoff Park, George and consists of relatively flat ground, with some vegetation, approximately 5500m<sup>2</sup> in total area.*

*Access is gained to the site through security guarded gate with access control. Temporary hoarding is to be erected to screen off building activity from public access.*

*Take note the site is located at an active fire station. Keep all entrances and exits clear at all times.*

*Contractor's Water and Electricity will be available during the construction phase*

*Provision for regular waste and building rubble removal to be arranged by the Contractor*

*Approved ablution facilities to be erected and maintained by the contractor on site during the entire construction period*

*Noise and dust control are to be maintained as to not interfere or be of nuisance to any neighboring property*

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**Drawings (Part C5)**

**REFER TO ANNEXURE C ATTACHED TO THESE TENDER DOCUMENTS**

*Architectural*

2025\_BU019\_(t)\_002 Rev 0 – Site layout: Proposed new layout  
2025\_BU019\_(t)\_101 Rev 0 – Ground Floor Plan  
2025\_BU019\_(t)\_102 Rev 0 – Roof plan & Electrical Layout  
2025\_BU019\_(t)\_201 Rev 0 – Elevations  
2025\_BU019\_(t)\_301 Rev 0 – Sections  
2025\_BU019\_(t)\_401 Rev 0 – Details  
2025\_BU019\_(t)\_501 Rev 0 – Door schedule  
2025\_BU019\_(t)\_503 Rev 0 – Finishing schedule

*Structural Engineering*

Z108-1 – General notes  
Z108-2 – Store Foundation Layout  
Z108-3 – Store Roof Layout  
Z108-4 – Store Section B & Elevation  
Z108-5 – Store Section A  
Z108-6 – Typical surface bed joints & layers, and paving specifications

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**Annexures: (Part C6)**

**A – JBCC ORGANS OF STATE CONTRACT DATA SCHEDULE (Returnable)**

**B – BILLS OF QUANTITIES (Returnable)**

**C – TENDER DRAWINGS**

**D - OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION**

**E – GUARANTEE FOR CONSTRUCTION (Returnable)**

**F – Checklist of Documents to be Submitted with Tender**