



# Provincial Supply Chain Management

**Request for Proposal**
**Page 1 of 3**

<b>RFP NUMBER</b>											
<b>RFP DESCRIPTION</b>											
<b>CUSTOMER DEPARTMENT</b>											
<b>CUSTOMER INSTITUTION</b>											
<b>BRIEFING SESSION</b>	<b>Y</b>		<b>N</b>		<b>SESSION COMPULSORY</b>			<b>Y</b>		<b>N</b>	
					<b>SESSION HIGHLY RECOMMENDED</b>			<b>Y</b>		<b>N</b>	
<b>BRIEFING VENUE</b>					<b>DATE</b>				<b>TIME</b>		
<b>COMPULSORY SITE INSPECTION</b>	<b>Y</b>		<b>N</b>		<b>DATE</b>				<b>TIME</b>		
<b>INSPECTION ADDRESS</b>											
<b>TERM AGREEMENT CALLED FOR?</b>	<b>Y</b>		<b>N</b>		<b>TERM DURATION</b>						
<b>CLOSING DATE</b>					<b>CLOSING TIME</b>						
<b>TENDER BOX LOCATION</b>											
GPT is acting as Common Service Provider or buying organisation on behalf of all Gauteng Provincial Government Customer Departments / Institutions. The goods / services are therefore required by the Customer Department / Institution, as indicated on this form RFP 01.											

### Notes:

- All bids / tenders must be deposited in the Tender Box at the following address:  
**Gauteng Provincial Treasury, Imbumba House, 75 Fox Street, Marshalltown, Johannesburg**
- Bids / tenders must be deposited in the Tender Box on or before the closing date and time.
- Bids / tenders submitted by fax will not be accepted.
- The GPT Tender Box is generally open 24 hours a day, 7 days a week.
- This bid is subject to the preferential procurement policy framework act and the preferential procurement regulations, 2017, the general conditions of contract (gcc) 2010 and, if applicable, any other special conditions of contract.
- ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL GPG RFP FORMS – (NOT TO BE RE-TYPED)
- ALL REQUIRED INFORMATION MUST BE COMPLETED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED):

### The Tendering System

The RFP Pack consists of two parts namely, Section 1 and Section 2. These two sections must be submitted separately, clearly marked with the Tender Number and the Section Number.

### Training sessions

Non-compulsory "How to tender" workshops are held every Wednesday at 75 Fox Street from 10:00-13:00.



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SUPPLIER INFORMATION					
COMPANY NAME					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:		MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR 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?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE IN RFP 09 (SBD 2)]	

<b>SIGNATURE OF BIDDER</b>		<b>DATE</b>	
<b>CAPACITY UNDER WHICH THIS BID IS SIGNED</b>			

**This RFP is subject to the General Conditions of Contract and where applicable any other Special Conditions of Contract.**



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**Tender documents can be obtained from <http://www.treasury.gpg.gov.za>**

**ANY ENQUIRIES REGARDING BIDDING PROCEDURE MAY BE DIRECTED TO:**

<b>DEPARTMENT</b>	
<b>CONTACT PERSON</b>	
<b>TELEPHONE NUMBER</b>	
<b>FACSIMILE</b>	
<b>E-MAIL ADDRESS</b>	

**ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:**

<b>DEPARTMENT</b>	
<b>CONTACT PERSON</b>	
<b>TELEPHONE NUMBER</b>	
<b>FACSIMILIE</b>	
<b>E-MAIL ADDRESS</b>	

**TYPE OF CONTRACT (COMPLETED BY PROJECT MANAGER)**

<b>SERVICE BASED</b>	<b>Y</b>	<b>N</b>		<b>TERM BASED TYPE</b>	<b>Y</b>	<b>N</b>		<b>VALUE BASED TYPE</b>	<b>Y</b>	<b>N</b>	
<b>VALUE BASED</b>	<b>Y</b>	<b>N</b>									
<b>QUANTITY BASED</b>	<b>Y</b>	<b>N</b>									
<b>TERM BASED</b>	<b>Y</b>	<b>N</b>									



# Provincial Supply Chain Management

RFP Point System

Page 1 of 1

RFP NUMBER		CLOSING DATE	
VALIDITY OF RFP		CLOSING TIME	

In case of queries, please contact the GPT Contact Centre at tel: 0860 011 000

\*GPT is acting as Common Service Provider or buying organisation on behalf of all Gauteng Provincial Government Customer Departments / Institutions.

The goods / services are therefore required by the Customer Department / Institution, as indicated on RFP 01.

**The Gauteng Provincial Government requests your bid on the goods and/or services listed on the attached forms. Please furnish all information as requested and return your bid on the date stipulated. Late and incomplete submissions may invalidate the bid submitted.**

**This RFP will be evaluated on the basis of Preferential Procurement Regulation, 2017 pertaining to the Preferential Procurement Policy Framework Act (Act number 5 of 2000).**

## Point System

Points SHALL be allocated as follows:

Points for

Points for

**\* It is the responsibility of the bidder to attach A VALID SWORN AFFIDAVIT {EME/QSE} ATTESTED BY A COMMISSIONER OF OATHS OR VALID CERTIFIED COPY OF B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE WITH THIS RFP DOCUMENT TO QUALIFY FOR THE PREFERENCE POINTS**



# Provincial Supply Chain Management

**Instructions to Bidders**

**Page 1 of 2**

1. The RFP (Request for Proposal) Pack is drawn up so that certain essential information should be furnished in a specific manner. Any additional particulars shall be furnished in a separate annexure.
2. The RFP forms should not be retyped or redrafted, but photocopies may be prepared and used. Additional offers may be made for any item, but only on a photocopy of the page in question or on other forms obtainable from the relevant Department or Institution advertising this RFP. Additional offers made in any other manner may be disregarded.
3. Should the RFP forms not be filled in by means of electronic devices, bidders are encouraged to complete forms in a black ink.
4. Bidders shall check the numbers of the pages and satisfy themselves that none are missing or duplicated. No liability shall be accepted with regards to claims arising from the fact that pages are missing or duplicated.
5. The forms RFP 04 to RFP 09 and PREF documents shall be completed, signed and submitted with the bid. RFP 10 (National Industrial Participation Programme Form) will only be added to the RFP pack to be completed by bidders when an imported component in excess of US \$ 10 million is expected.
6. A separate RFP 06 form (RFP Price Schedule per item) shall be completed in respect of each item. Photocopies of this form may be prepared and used or additional copies, (if required) are obtainable from the relevant Department or Institution advertising this RFP (not applicable for Pre-qualification of Bidders).
7. Firm delivery periods and prices are preferred. Consequently bidders shall clearly state whether delivery periods and prices will remain firm or not for the duration of any contract, which may result from this RFP, by completing RFP 06 (RFP Price Schedule per item) and RFP 07 (Non-Firm Prices per item) (not applicable for Pre-qualification of Bidders).
8. If non-firm prices are offered bidders must ensure that a separate RFP 07 (Non-Firm Prices per item) is completed in respect of each item for which a non-firm price is offered. Photocopies of this form may be prepared and used or additional copies, (if required) are obtainable from the relevant Department or Institution advertising this RFP (not applicable for Pre-qualification of Bidders).
9. Where items are specified in detail, the specifications form an integral part of the RFP document (see the attached specification) and bidders shall indicate in the space provided whether the items offered are to specification or not (not applicable for Pre-qualification of Bidders).
10. In respect of the paragraphs where the items offered are strictly to specification, bidders shall insert the words "as specified" (see the attached specification) (not applicable for Pre-qualification of Bidders).
11. In cases where the items are not to specification, the deviations from the specifications shall be indicated (see the attached specification).
12. In instances where the bidder is not the manufacturer of the items offered, the bidder must as per RFP 06 (RFP Price Schedule per item) submit a Letter of Supply from the relevant manufacturer or his supplier (not applicable for Pre-qualification of Bidders).
13. The offered prices shall be given in the units shown in the attached specification, as well as in RFP 06 (RFP Price Schedule per item) (not applicable for Pre-qualification of Bidders).
14. With the exception of imported goods, where required, all prices shall be quoted in South African currency. Where bids are submitted for imported goods, foreign currency information must be supplied by completing the relevant portions of RFP 06 (RFP Price Schedule per item) and RFP 07 (Non-Firm Prices per item) (not applicable for Pre-qualification of Bidders).
15. Unless otherwise indicated, the costs of packaging materials (if applicable) are for the account of the bidder and must be included in the bid price on RFP 06 (RFP Price Schedule per item) (not applicable for Pre-qualification of Bidders).
16. Delivery basis (not applicable for Pre-qualification of Bidders):
  - (a) Supplies which are held in stock or are in transit or on order from South African manufacturers at the date of offer shall be offered on a basis of delivery into consignee's store or on his site within the free delivery area of the bidder's centre, or carriage paid consignee's station, if the goods are required elsewhere.
  - (b) Notwithstanding the provisions of paragraph 16(a), offered prices for supplies in respect of which installation / erection / assembly is a requirement, shall include ALL costs on a "delivered on site" basis, as specified on RFP 06 (RFP Price Schedule per item).
17. Unless specifically provided for in the RFP document, no bids transmitted by facsimile or email shall be considered.
18. Failure on the part of the bidder to sign any of the forms RFP 04 to RFP 10 and PREF documents and thus to acknowledge and accept the conditions in writing or to complete the attached RFP forms, Preference documents, questionnaires and specifications in all respects, may invalidate the bid.
19. Bids should preferably not be qualified by the bidder's own conditions of bid. Failure to comply with these requirements (i.e. full




# Provincial Supply Chain Management

Instructions to Bidders

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acceptance of the General Conditions of Contract or to renounce specifically the bidder's own conditions of bid, when called upon to do so, may invalidate the bid.

20. In case of samples being called for together with the bid (refer to RFP 05 in this regard), the successful bidder may be required to submit **pre-production samples** to the South African Bureau of Standards (SABS) or such testing authority as designated at the request of the relevant Department concerned. Unless the relevant Department decides otherwise, pre-production samples must be submitted within thirty (30) days of the date on which the successful bidder was requested to do so. Mass production may commence only after both the relevant Department and the successful bidder have been advised by the SABS that the pre-production samples have been approved.
21. Should the pre-production samples pass the inspections / tests at the first attempt, the costs associated with the inspections / tests will be for the account of the relevant Department. If the SABS or such testing authority as designated do not approve the pre-production samples, but requires corrections / improvements, the costs of the inspections / tests must be paid by the successful bidder and samples which are acceptable in all respects must then reach the SABS or such testing authority as designated within twenty-one (21) days of the date on which the findings of the SABS or such testing authority as designated were received by the successful bidder. Failure to deliver samples within the specified time and to the required standards may lead to the cancellation of the intended contract.
22. In case of samples being called for together with the bid (refer to RFP 05 in this regard), the samples must be submitted together with the bid before the closing time and date of the RFP, unless specifically indicated otherwise. Failure to submit the requested sample(s) before the closing time and date of the RFP may invalidate the bid.
23. In cases where large quantities of a product are called for, it may be necessary for the relevant item to be shared among two (2) or more suppliers.
24. In cases where the relevant Department or Institution advertising this RFP may deem it necessary, a formal contract may be entered into with the successful bidder, in addition to a Letter of Acceptance and / or purchase order being issued.
25. If any of the conditions on the RFP forms are in conflict with any special conditions, stipulations or provisions incorporated in the bid invitation, such special conditions, stipulations or provisions shall apply.
26. This RFP is subject to the General Conditions of Contract and re-issues thereof. Copies of these conditions are obtainable from any office of the Gauteng Provincial Government (GPG).
27. Each bid must be submitted in a separate, sealed envelope on which the following must be clearly indicated:
- NAME AND ADDRESS OF THE BIDDER;
  - THE BID (RFP) NUMBER; AND
  - THE CLOSING DATE.
- The bid must be deposited or posted;
- posted to Gauteng Provincial Treasury and to reach the destination not later than the closing time and date; OR
  - deposited in the tender box of the Gauteng Provincial Treasury before the closing time and date.
28. The Gauteng Provincial Government has become a member and as such a key sponsor of the Proudly South African Campaign. GPG therefore would like to procure local products of a high quality, produced through the practise of sound labour relations and in an environment where high environmental standards are maintained. In terms of the Proudly South African Campaign South African companies are encouraged to submit interesting and innovative achievements in the manufacturing field (if relevant to this RFP) – including information on new products, export achievements, new partnerships and successes and milestones.
29. **Compulsory GPG Contract:** It is a mandatory requirement that successful bidder/s (to whom a tender is awarded) sign a GPG Contract upon award of any given contract.

 <b>GAUTENG PROVINCE</b> PROVINCIAL TREASURY REPUBLIC OF SOUTH AFRICA	<h1>Provincial Supply Chain Management</h1>	
	<b>Bidder's Disclosure</b>	<b>Page 1 of 3</b>

## 1. PURPOSE OF THE FORM

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

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

## 2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state?


<b>YES</b>		<b>NO</b>	
------------	--	-----------	--

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

Full Name	Identity Number	Name of State institution

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



 <b>GAUTENG PROVINCE</b> PROVINCIAL TREASURY REPUBLIC OF SOUTH AFRICA	<h1>Provincial Supply Chain Management</h1>	
	<b>Bidder's Disclosure</b>	<b>Page 3 of 3</b>

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

<b>Signature</b>		<b>Date</b>	
<b>Position</b>		<b>Name of Bidder</b>	



# Provincial Supply Chain Management

Briefing Session

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## BRIEFING SESSION - DECLARATION OF ATTENDANCE

<b>RFP NUMBER</b>			
<b>RFP DESCRIPTION</b>			
<b>RFP CLOSING DATE</b>		<b>CLOSING TIME</b>	

\*GPT is acting as Common Service Provider or buying organisation on behalf of all Gauteng Provincial Government Customer Departments / Institutions. The goods / services are therefore required by the Customer Department / Institution, as indicated on form RFP 01.

<b>CUSTOMER DEPARTMENT</b>							
<b>CUSTOMER INSTITUTION</b>							
<b>DELIVERY ADDRESS</b>							
<b>BRIEFING SESSION</b>	<b>Y</b>		<b>N</b>		<b>DATE</b>		<b>TIME</b>
<b>VENUE</b>							

I/We hereby declare that I/we attended the compulsory briefing session to understand the requirements of the Gauteng Provincial Government to supply all or any of the supplies and/or to render all or any of the services described in the attached RFP documents, on the terms and conditions and in accordance with the specifications stipulated in the bid documents.

I, THE UNDERSIGNED (NAME) CERTIFY THAT THE INFORMATION FURNISHED AT THE BRIEFING SESSION WAS UNDERSTOOD.

<b>BIDDER OR ASSIGNEE(S) NAME</b>		<b>POSITION</b>		<b>SIGN</b>		<b>DATE</b>	
-----------------------------------	--	-----------------	--	-------------	--	-------------	--

<b>FULL COMPANY NAME</b>							
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<b>GPG OFFICIAL NAME</b>		<b>POSITION</b>		<b>SIGN</b>		<b>DATE</b>	
--------------------------	--	-----------------	--	-------------	--	-------------	--

GPT STAMP



# Provincial Supply Chain Management


**Special Conditions**

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<b>RFP NUMBER</b>	
<b>RFP DESCRIPTION</b>	
<b>CUSTOMER DEPARTMENT</b>	
<b>CUSTOMER INSTITUTION</b>	

THE FOLLOWING MUST ACCOMPANY YOUR BID, IF INDICATED BY "√"

<b>Samples</b>	<b>SABS /Equivalent Certificate</b> May not be older than one (1) year, the cost of which will be for the account of the bidder.	<b>Bidders Briefing Session</b>
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 <b>GAUTENG PROVINCE</b> PROVINCIAL TREASURY REPUBLIC OF SOUTH AFRICA	<h1>Provincial Supply Chain Management</h1>	
	<b>Special Conditions</b>	Page 2 of 3

### EVALUATION METHODOLOGY

Bidders must complete Compulsory documents and attach it to their tender document, failing which the tender shall not be considered for Stage 1 evaluation.

Points will be awarded in accordance with the Preferential Procurement Policy Framework Act (PPPFA)

#### Stage 1

Criteria for Functionality	Points
<b>TOTAL</b>	

**NOTE:** Bidders who fail to meet the above minimum requirements (Stage 1) shall be automatically eliminated


#### Stage 2

Criteria for Price and B-BBEE Status	Points
Bid Price	80
Preference Points	20
<b>TOTAL</b>	<b>100</b>

Bidders are required to use the two envelope bidding system, whereby the Technical Proposal (Stage 1) and Pricing and B-BBEE (Stage 2) be placed in two separate sealed envelopes marked:

- Stage One-

- Stage Two-

 <p style="margin-top: 10px;"><b>GAUTENG PROVINCE</b> PROVINCIAL TREASURY REPUBLIC OF SOUTH AFRICA</p>	<h1 style="margin: 0;">Provincial Supply Chain Management</h1>
	<p style="font-size: 1.2em; margin: 0;"><b>Special Conditions</b></p>
<p style="font-size: 1.2em; margin: 0;">Page 3 of 3</p>	

**SUPPLIER JOB CREATION ANALYSIS**

Company Name		Date Est.	
--------------	--	-----------	--

	Permanent	Temp	SA Citizens	Other	Comments
<b>Staff compliment at Establishment of Enterprise</b>					
<b>Current staff compliment</b>					
<b>Number of jobs to be created if Bid is successful</b>					

- The successful bidder may be audited during the course of the contract to verify the above information.

Comments to include:

- If Job Creation is direct (by your own company) or indirect (by your supplier)
- Where the jobs created for employees that were in existing positions or unemployed? (Net Job Creation)

NOTE: Job Creation should adhere to all applicable RSA Legislation and Regulations.

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<b>THIS SECTION IS FOR OFFICE USE ONLY!</b>						
Observations	Initial Job Count	Job Creation Potential	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Year 1						
Year 2						
Year 3						
Year 4						
Year 5						

Department of Agriculture & Rural Development

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**TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER TO PROCURE, SUPPLY, AND DELIVER WASTE RECYCLING EQUIPMENT AND MACHINERY AND TO ALSO PROVIDE MAINTENANCE AS WELL AS SUPPORT FOR THE WASTE RECYCLING EQUIPMENT AND MACHINERY DELIVERED TO PROMOTE RECYCLING AND BUYBACK CENTERS FOR 2022/23.**

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 Department of Agriculture & Rural Development
 

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Department of Agriculture & Rural Development

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## 1. PURPOSE

The purpose of this Terms of Reference is to appoint a service provider to procure, supply, and deliver waste recycling equipment and machinery and to also provide maintenance as well as support for the waste recycling equipment and machinery delivered to promote recycling and buyback centres for 2022/23.

## 2. BACKGROUND

Recycling is the process of recovering recyclable waste and reprocessing the material into useful products. Recycling is a part of global efforts to reduce recyclable waste in the waste stream, especially the approximately eight million metric tonnes of waste plastic that enter the Earth's ocean every year. This helps to reduce the high rates of waste pollution.

The Gauteng Provincial Government has recognised Waste Recycling Facilities and Buyback Centers within the waste industry as having the potential to create high number of jobs and several government interventions/investments are geared towards growing this industry, thus giving a solid foundation for the empowerment of small business and cooperatives in waste recycling to participate in the mainstream economy of the province. The support and development of small and medium waste recyclers/cooperatives/enterprises is developed to provide guidance towards the implementation of the National Development Plan (NDP, 2011) and Industrial Policy Action Plan (IPAP, 2014). In this regard, recycling equipment is regarded as one of the key growth drivers in the waste recycling sector (IPAP, 2014).

The Departmental Annual Performance Plan (APP) for 2021/2022 requires that the GDARD should promote and support recycling and buyback centers in the province. This action is a continuation of the implementation of the Gauteng General Waste Minimization Plan, which was approved by Gauteng EXCO (Executive Council) in 2010.

Waste recycling equipment and machinery can be widely used to the recycling of large-scale, large-volume, post-consumer, post-commercial and post-industrial recyclables. The said waste recycling equipment and machinery are mainly used to crush, granulate, bail, compress, store and transport recyclables to recycling facilities and make the material reusable for the manufacturing of other products.

Terms of reference to procure, supply and deliver waste recycling equipment and machinery to support and promote recycling and buyback centers for 2021/22

### 3. OBJECTIVES

The following are specific objectives of the project:

- To reduce the amount of waste material going to the landfill sites, thus saving landfill air space;
- To strengthen township economy, ownership of the business and products manufacturing;
- To ensure high rate of job creation and poverty alleviation in the townships;
- To Stimulate and strengthen high potential waste cooperatives/buyback centres (“facilities”) as environmentally sustainable suppliers to SMME recyclers and as successful business in their own right;
- To Develop a holistic and proven business growth model to support individual informal waste pickers in their informal operations and businesses, preparing them for rapid acceleration, and where applicable, entries into the corporate supply chain;
- To Integrate and formalise small waste cooperatives/buyback centres into the mainstream economy;
- To Improve waste recyclers/cooperatives earning potential, social inclusion, dignity and protection;
- To Improve the recovery rates for certain waste streams; and
- To Further reduction of emissions associated with waste.

### 4. SCOPE OF WORK

This term of reference covers the requirements to procure, supply and deliver waste recycling equipment and machinery, as outlined in the paragraph below. In addition to providing the required deliverables, bidders must provide the following additional services, as part of their delivery strategy:

- 4.1 Procure, supply and deliver the waste recycling equipment and machinery with a minimum required warranty or guarantee as indicated in a specification.
- 4.2 Procure, supply and deliver the waste recycling equipment and machinery **within three (3) months** of appointment of the Service Provider.
- 4.3 Provide the Department with an original copy of the signed delivery note (by the beneficiary) and four (4) colour pictures from four (4) different directions taken during the delivery of the

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 Department of Agriculture & Rural Development
 

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equipment. The serial number of each equipment and the manual where applicable must also be provided.

4.4 Waste Trailers must be registered under the beneficiary's name with the Department of Road and Transport and have discs with licence and registration numbers

4.5 The service provider must train (demonstrate) the beneficiaries on how to operate the equipment in the presence of GDARD official(s). The service provider must provide proof of training in the form of an attendance register

4.6 The Service Provider must maintain (which includes providing technical support, replacing dysfunctional parts and servicing) the equipment for a period of twelve (12) months after the equipment have been delivered to the Department's beneficiaries and accepted as per the set specifications.

## 5. SPECIFICATIONS

SPECIFICATIONS OF THE EQUIPMENT AND MACHINERIES		
Item no.	Description	Quantity
5.1	<b>PALLET JACKS</b> <ul style="list-style-type: none"> <li>• Drive – Manual</li> <li>• Load capacity – 2200 kg</li> <li>• Tyres – N.C.V</li> <li>• Lift – 122 mm</li> <li>• 714 mm</li> <li>• Fork dimensions – 53/150/1150 mm (s/e/l)</li> <li>• Model – AM 22 N/ BN</li> <li>• AMX 10</li> <li>• 7. Fork length – 1150 mm</li> </ul>	10

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5.2	<p><b>WASTE PAPER CAGES</b></p> <ul style="list-style-type: none"> <li>• Height 1,5M x Width 2M x Length 2M.</li> <li>• Mesh floor &amp; Mesh sides;</li> <li>• With a capacity of 3,5 cubic meter;</li> <li>• Open on top;</li> <li>• Lockable door at front;</li> <li>• 30cm foot structure;</li> <li>• Front metal sheets.</li> </ul>	20
5.3	<p><b>WASTE PLASTIC TROLLEYS</b></p> <ul style="list-style-type: none"> <li>• Back branding width: 618mm</li> <li>• Back branding height: 685mm</li> <li>• Trolley length: 1500mm Trolley width: 940mm Trolley height: 1000mm</li> <li>• Side branding width: 710mm Side branding length: 850</li> <li>• Tyre type: Castor Wheels</li> </ul>	20
5.4	<p><b>PLATFORM SCALES</b></p> <ul style="list-style-type: none"> <li>• Micro industrial platform scales. <ul style="list-style-type: none"> <li>○ Model : A12E (S.A.B.S. APPROVED)</li> <li>○ Capacity : 3000kg</li> <li>○ Division : 1kg</li> <li>○ Platform size : 1,5m x 1,5m</li> <li>○ With Shekel Merav Indicator</li> <li>○ Supply new A12E steel wall mount bracket</li> <li>○ Supply New Argox 2130D thermal printer</li> </ul> </li> <li>• Procure and deliver SABS approved Platform scales.</li> </ul>	10
5.5	<p><b>STEEL STORAGE /SHIPPING CONTAINERS</b></p> <p>The steel storage containers must be new</p> <ul style="list-style-type: none"> <li>• Measurement – 6, 05 m (L) x 2,44 m (W) x 2,59 m (H).</li> </ul>	3
5.6	<p><b>BOTTLE CRUSHERS</b></p> <p><b>Function Crushes</b> approximately 500 to 2000kg of glass bottles per hour, reducing the bottles to glass cullet for sale to glass factories.</p>	3

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	<p>Also crushes ceramics, pottery and plate glass (not laminated glass).</p> <p>Quiet, clean and safe operation.</p> <p>Crushed glass is approximately 25mm diameter.</p> <p><b>Specification</b> Weight : 220kg Power: Single phase, 1.1 Kw motor Dimensions : 160cm x 87cm x 70cm</p>	
5.7	<p><b>WASTE GRANULATORS</b></p> <ul style="list-style-type: none"> <li>• PET Granulator Machine Model SS-600</li> </ul> <p><b>PRODUCT SPECIFICATION SHEET</b></p> <ul style="list-style-type: none"> <li>• Granulating ability 400-500kg/h</li> <li>• Equipment weight 1000 kg</li> <li>• Granulator dimensions (HxWxL) 1300x1100x1750mm</li> <li>• Power: 18kw/30HP</li> <li>• Voltage requirements 380V / 50Hz / 3 phase</li> <li>• Valid Mouth: 610x350mm</li> <li>• Moving blades: 18PCS</li> <li>• Fixed blades: 4PCS</li> <li>• 10. Screen net: 10mm</li> </ul>	3
5.8	<p><b>BAILER MACHINES</b></p> <p><b>Door balers H15D</b></p> <p><b>Product specification sheet</b></p> <ul style="list-style-type: none"> <li>• Bailing Force 15-ton (150kN) Bailing Pressure 3,1 kg/cm<sup>2</sup>.</li> <li>• Equipment weight 1,400 kg Feed opening dimensions 800 x 800 mm.</li> <li>• Bale dimensions (H x W x L) 700 x 700 x 1300 mm Number of ties 3 horizontal.</li> <li>• Power requirements 400V / 50Hz / 3 phase bailing application paper, plastic, cardboard, tins</li> <li>• Electrical drive motors 7.5 kW control type hand valve</li> <li>• Safety hand valve, safety hopper and over-center slow-release door spindle</li> </ul>	3

Terms of reference to procure, supply and deliver waste recycling equipment and machinery to support and promote recycling and buyback centers for 2021/22

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	<ul style="list-style-type: none"> <li>• Features bailing with wire or twine.</li> <li>• Enclosed powerpack</li> <li>• 100-250 kg bale</li> <li>• 32 Amp plug</li> <li>• Cycle time 22 seconds capacity 60 t/month</li> <li>• Will be used for plastic, paper and cardboard</li> <li>• Fixed displacement gear pump (hand manual)</li> </ul>	
5.9	<p><b>ALUMINIUM CAN PRESSORS</b></p> <ul style="list-style-type: none"> <li>• Model VLD1170T40</li> <li>• Feed Opening (L*H) mm 1100*550</li> <li>• Bale Size (L*W*H) mm 1100*700*500-950</li> <li>• Bale Weight (paper) kg 200-260</li> <li>• Total Force ton 40</li> <li>• Main Motor kw/hp 7.5/10</li> <li>• Machine Size (L*W*H) mm 1520*1060*3150</li> <li>• Machine WT. ton 1.9</li> </ul>	3
5.10	<p><b>WASTE TRAILERS</b></p> <ul style="list-style-type: none"> <li>• Measurement – 5m x 1.8m x 1.8h.</li> <li>• Double Axel Utility.</li> <li>• Un-brake axel.</li> <li>• Tyres Size – 14”.</li> <li>• Jockey wheel closed with mesh.</li> <li>• Delivered with license and registration documents</li> </ul>	7

## 6. EVALUATION METHODOLOGY

### EVALUATION CRITERIA

The tender will be evaluated and adjudicated in terms of the Public Finance Management Act (Act No. 1 of 1999), Preferential Procurement Policy Framework, Act no 5 of 2000, Preferential Procurement Regulations 2017, Supply Chain Management Policy of the Department of Agriculture and Rural Development and applicable Supply Chain Management Treasury Regulations.

The first stage will be the evaluation of bids on compliance which consist of Pre-qualification criteria, Mandatory and Administrative Documents Requirements and Functionality criteria. During this stage, bids that do not meet the Pre-qualification criteria, Mandatory documents requirements and the minimum threshold for functionality, will be disqualified and will not be considered for the second stage of evaluation, i.e., evaluation on Price and Preference Points.

Second Stage of evaluation: The 80/20-point system will apply to this project. 80 points max will apply to Price (Ps) and 20 points max will apply to B-BBEE status.

**The bid will be evaluated in the two stages stated below:**

**Stage 1A: Prequalification Criteria**

**Stage 1B: Mandatory and Administrative Compliance**

**Stage 1C: Functionality**

**Stage 2: Price and Preference Points evaluation.**

- ✓ **Price = 80 Points**
- ✓ **Preference = 20 Points**

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## 6.1 STAGE 1A: PRE – QUALIFICATION CRITERIA

**6.1.1 As per PPR 2017, the Department decided to apply pre-qualification criteria, Regulation 4. (1)(a) and (b) to advance designated groups. The following criteria will be applied, that only tenderers who meet the following conditions may respond:**

- (a) A tenderer must be between levels 1 to 4 as a B-BBEE status level contributor.
- (b) A tenderer must be a Qualifying Small Enterprise or an Exempted Micro Enterprise (QSE/EME).

- A tender that fails to meet any pre-qualifying criteria stipulated in the tender documents is an unacceptable tender” as per Regulation 4(2).

**Compulsory requirements to be provided for Pre-qualification criteria on (a) and (b) above:**

- (a) Proof that the bidder qualifies as EME/QSE and that is between levels 1 to 4 as a B-BBEE status level contributor, must submit a Valid Sworn Affidavit signed by the EME/QSE representative and commissioned by a Commissioner of Oaths, on the templates issued by the DTIC or the CIPC or a B-BBEE certificate issued by the Companies and Intellectual Property Commission or a Valid B-BBEE Certificate (issued by an agency accredited by SANAS).
- (b) If the QSE is less than 51% black owned must submit a Valid B-BBEE Certificate (issued by an agency accredited by SANAS).
- (c) A consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated Valid B-BBEE Status Level Verification Certificate (issued by an agency accredited by SANAS) for every separate tender.

### **B-BBEE validation requirements:**

- a) Valid BBBEE certificate (issued by an agency accredited by SANAS) or Valid Sworn Affidavit signed by the EME/QSE representative and commissioned by a Commissioner of Oaths, on the templates issued by the DTIC or the CIPC or a B-BBEE certificate issued by the Companies and Intellectual Property Commission

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- b) In case of a JV, the tenderer must provide a joint venture agreement signed by all parties and proof of a consolidated Valid BBEE Certificate required. (Both the agreement and the consolidated Valid BBEE Certificate must be submitted).
- c) A Bidder who qualifies as an Exempted Micro Enterprises (EME's) must submit a valid sworn affidavit.
- d) A Bidder who qualifies as a Qualifying Small Enterprises (QSE's) and is more than 51% black owned must submit a valid sworn affidavit.
- e) A Bidder who qualifies as a Qualifying Small Enterprises (QSE's) and is less than 51% black owned must submit a B-BBEE verification certificate issued by an Agency accredited by SANAS (South African National Accreditation System) which has to be valid,
- f) Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their tenders.
- g) Bidders who fail to submit a Valid B-BBEE Certificate or Valid Sworn Affidavit will be disqualified. Valid Sworn Affidavits must comply with the requirements outlined in the Justices of the Peace and Commissioners of Oaths Act, no 16 of 1963 and its Regulations promulgated in Government Notice GNR 1258 of 21 July 1972 Justices of the Peace and Commissioners of Oaths Act, No. 16 of 1963.

**i.e.**

- (i) The deponent shall sign the declaration in the presence of the commissioner of oaths (COA).
- (ii) Below the deponent's signature the COA shall certify that the deponent has acknowledged that he knows and understands the contents of the declaration and the COA shall state the manner, place, and date of taking the declaration.
- (iii) The COA shall sign the declaration and print his full name and business address below his signature; and state his designation and the area for which he holds his appointment, or the office held by him if he holds his appointment ex officio.

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## **6.2 STAGE 1B ADMINISTRATIVE COMPLIANCE**

### **6.2.1 MANDATORY REQUIREMENTS:**

**All the below Mandatory Documents should be fully completed, signed and submitted:**

- (a) A completed and signed Invitation to Bid form SBD 1
- (b) A completed and signed Bidder's Disclosure form SBD 4
- (c) A completed and signed Preference Points Claim Form SBD 6.1
- (d) Fully completed Pricing Schedule including delivery costs and applicable taxes – Annexure A.
- (e) In case of a JV, the tenderer must provide a joint venture agreement signed by all parties, clearly indicating the lead party and revenue split.

**NB:** If any of the above bid documents/forms are not fully completed, signed and not handed in with your bid proposal with accompanying supporting documents (as detailed above) on the closing date and time, your proposal will immediately be disqualified.

### **6.2.2 OTHER RETURNABLE DOCUMENTS**

**Bidders are required to submit the following documents:**

- (a) A Tax Compliance Status Pin. For consortiums or Joint-Ventures, submit a Tax Compliance Status Pin for each party.
- (b) Proof of National Treasury Central Supplier Database (CSD) registration. For Consortiums or Joint-Ventures, submit proof of National Treasury Central Supplier Database (CSD) registration for each party.
- (c) Company Profile
- (d) Company registration (CIPC) document

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**6.3 STAGE 1C: FUNCTIONALITY EVALUATION**

A total of **100 points for functionality Evaluation is allocated**. The **minimum threshold** for this part of the evaluation is **70 points (%)**. Any bidder who fails to meet this minimum required threshold will be deemed non-responsive and eliminated from any further evaluation.

**FUNCTIONALITY EVALUATION**

<b>Criteria</b>	<b>Sub-Criteria</b>	<b>Points</b>
<b>1. Company Experience</b>	<p>Bidder/s must have experience <b>in supplying and delivering</b> of waste recycling equipment and machinery. Bidders must provide one of the following as proof:</p> <ul style="list-style-type: none"> <li>(a) Reference Letter(s); or</li> <li>(b) Confirmation Letter(s) from the client to proof that the bidder has supplied waste recycling equipment and machinery(s); or</li> <li>(c) Copy(ies) of purchase order(s) or contracts together with the invoices issued in the name of the client; or</li> </ul> <p><b>NB:</b> Reference or Confirmation Letter(s) should be:</p> <ul style="list-style-type: none"> <li>(a) On the client's letterhead;</li> <li>(b) Include project description/items;</li> <li>(c) Project value;</li> <li>(d) Contract period/delivery time frame and appraisal for waste recycling equipment and machinery(s) procured, supplied, and delivered;</li> <li>(e) Contact details of the client i.e., phone number and email;</li> <li>(f) Signed by the authorised or delegated official.</li> </ul> <ul style="list-style-type: none"> <li>• 5 or more reference letters <b>or</b> confirmation letters <b>or</b> copies of purchase order/s or contracts together with</li> </ul>	<b>60</b>

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	<p>the invoices issued in the name of the client = <b>60 points</b></p> <ul style="list-style-type: none"> <li>• 4 reference letters <b>or</b> confirmation letters <b>or</b> copies of purchase order/s or contracts together with the invoices issued in the name of the client = <b>48 points</b></li> <li>• 3 reference letters <b>or</b> confirmation letters <b>or</b> copies of purchase order/s or contracts together with the invoices issued in the name of the client = <b>36 points</b></li> <li>• 2 reference letters <b>or</b> confirmation letters <b>or</b> copies of purchase order/s or contracts together with the invoices issued in the name of the client = <b>24 points</b></li> <li>• 1 reference letter <b>or</b> confirmation letter <b>or</b> copy of purchase order or contract together with the invoices issued in the name of the client = <b>12 points</b></li> <li>• No reference letters <b>or</b> confirmation letters <b>or</b> copies of purchase order/s or contracts together with the invoices issued in the name of the client = 0 points</li> </ul>	
<p><b>2. Transport available to execute this project</b></p>	<p>The bidder must attach - refer to the note below for information required for owned/leased transport:</p> <ul style="list-style-type: none"> <li>• Truck(s) with a capacity of <b>more than sixteen tons</b> (16 tons) = <b>40 points</b>.</li> <li>• Truck(s) with capacity <b>of sixteen-ton</b> (16-tons) = <b>30 points</b>.</li> <li>• Truck(s) with capacity <b>of eight-ton</b> (8-tons) = <b>20 points</b>.</li> <li>• Truck(s) with capacity <b>of four-ton</b> (4-tons) = <b>10 points</b>.</li> <li>• No truck(s) with the minimum capacity of four-ton (4-ton) = <b>0 points</b></li> </ul> <p><b>NOTE:</b>  <b>Transport available to execute this project:</b>                  Availability of Bidder's transport (suitable <b>minimum 4-ton truck or higher capacity</b>) accompanied by proof of ownership/lease:</p> <ul style="list-style-type: none"> <li>• <b>If own:</b>                      The bidder's asset register/listing indicating the availability of such a truck and should be referenced to the vehicle license document/registration certificate verifying the ownership of the trucks</li> </ul>	<p><b>40</b></p>

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	<p>in the bidder's entity name or one/more of the director's names/(s). <b>must be provided</b> if the bidder will utilize his/ her own transport and must indicate the type and size of transport to be utilized.</p> <ul style="list-style-type: none"> <li>• <b>If leased/outsourced:</b> A Letter of Intent on the letterhead of the company supplying transport to the bidder, signed by the representative/owner confirming the commitment to supply the outsourced transport and must indicate the type and size of transport to be outsourced.</li> </ul>	
<b>Maximum Score</b>		<b>100</b>
<b>Minimum Threshold</b> <i>(Bidders scoring less than 70 points (%) will not be considered for further evaluation.)</i>		<b>70</b>

#### 6.4 STAGE 2: PREFERENCE POINTS SYSTEM / PRICE

This stage of evaluation will be scored in terms of Regulations 6. (1) and 6. (2) of the Preferential Procurement Regulations, 2017. Bids will be evaluated in terms of the **80/20** Preference Point System, as follows:

AREAS	POINTS
Price	<b>80</b>
B-BBEE Status Level of Contributor	<b>20</b>

##### Points Awarded for Price

In terms of Regulation 6. (1) of the Preferential Procurement Regulations, 2017. The formula to be used to calculate the points for price is as follows:

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

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

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

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### Points Awarded for B-BBEE Status Level of Contributor

In terms of Regulation 6. (2) of the Preferential Procurement Regulations, 2017 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 (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Note: All points will be allocated in accordance with Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017 as amended and available on [www.treasury.gov.za](http://www.treasury.gov.za). Failure to submit proof of its B-BBEE status level of contributor (e.g.: valid B-BBEE certificate or Valid Sworn Affidavit) the tenderer will score zero points out of 20 points for B-BBE

## 7. DELIVERY POINTS:

	Items	Delivery points
7.1	10 x pallet jacks	1 - City of Tshwane (Olivenhoutbosch) 2 - City of Johannesburg (Diepkloof and Naledi) 2 - City of Ekurhuleni (Etwatwa and Katlehong) 2 - Emfuleni (Palm Springs and Sebokeng) 1 - Lesedi (Ratanda) 2 - Midvaal (De Deur x 2)
7.2	20 x waste paper cages	2 - City of Tshwane (Pretoria North and Morula View) 5 - City of Ekurhuleni (Tembisa, Germiston, Vosloorus, Boksburg and Benoni) 10 - City of Johannesburg (Alexandra, Linbro Park x 4, Kaalfontein, Dobsonville, Eldorado Park, Selby Village, Marlboro) 1 - Emfuleni (Evaton)

Terms of reference to procure, supply and deliver waste recycling equipment and machinery to support and promote recycling and buyback centers for 2021/22

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		1 - Rand West (Bekkersdal) 1 - Midvaal (De Deur)
7.3	20 x waste plastic trolleys	2 - City of Tshwane (Mabopane and Neilmapius) 7 - City of Johannesburg (Diepsloot, Dobsonville, Orange Farm x 2, Eldorado Park, Selby Village and Naledi) 4 - City of Ekurhuleni (Katlehong x 2, Vosloorus and Etwatwa ) 3 - Emfuleni Local (Evaton x 2 and Sebokeng) 1 - Lesedi Local (Ratanda) 1 - Merafong Local (Khutsong) 1 - Rand West (Bekkersdal) 1 – Midvaal (De Duer)
7.4	10 x platform scales	1 - City of Tshwane (Pretoria North) 6 - City of Johannesburg (Orange Farm, Protea Glen Extension 3, Linbro Park x 2, Zola and Lenasia) 1 - City of Ekurhuleni (Tembisa) 1 - Midvaal Local (De Deur) 1 - Rand West (Mohlakeng)
7.5	3 x steel containers	2 - City of Johannesburg (Dobsonville x 2) 1 - Emfuleni (Evaton)
7.6	3 x bottle crushers	1 - City of Johannesburg (Jeppestown) 1 - City of Ekurhuleni (Vosloorus) 1 - Mogale City (Krugersdorp)
7.7	3 x waste granulators	1 - City of Tshwane (Olivenhoutbosch) 2 - City of Johannesburg (Emndeni and Lenasia)
7.8	3 x bailer machines	3 - City of Ekurhuleni (Katlehong x 2 and Boksburg)
7.9	3 x aluminium can pressors	1 - Mogale City (Kagiso) 1 - City of Ekurhuleni (Germiston) 1 - City of Tshwane (Soshanguve)
7.10	7 x waste trailers	2 - City of Johannesburg (Diepsloot and Orange Farm) 4 - City of Ekurhuleni (Kwathema, Daveyton, Boksburg and Villa Lisa) 1 - Emfuleni (Sebokeng)

## 8. SUBMISSION OF BID PROPOSALS

### 8.1 GENERAL

- Bidders must deliver their proposals in one (1) package.
- Ensure that all pages are completed in full and signed by authorised representative(s) of the bidder. The address for delivery of the package is as follows: **Gauteng Provincial Treasury, Imbumba House, 75 Fox Street, Marshalltown, Johannesburg.**
- The outside of the package is to show:
  - ✓ Name of Bidder
  - ✓ Description of proposal
  - ✓ RFP Number
  - ✓ Closing date and time

### 8.2 PROPOSAL PREPARATION INSTRUCTIONS

In responding to the RFP, the Bidder accepts full responsibility to have an understanding of the RFP in its entirety, and in detail, including making any inquiries to the GDARD as necessary to gain such understanding. The GDARD reserves the right to disqualify any bidder who demonstrates less than such understanding as contained in this specification and to cancel the award if an award has been made. Such disqualification and /or cancellation shall be at no fault or liability whatsoever to the GDARD. Questions concerning this RFP must be submitted in writing to the officials listed under the Enquiries Section.

## 9. DELIVERY TIME FRAMES

It will also be expected from the service provider to procure, supply, and deliver the waste recycling equipment and machinery within three (3) months of being appointed and within the approved budget in line with the specifications.

## 10. SUBMISSION REQUIREMENTS

A complete bid document addressing the deliverables and outcomes required should be submitted detailing:

- Proposed lead time for the supply, delivery and maintenance of the waste recycling equipment and machinery
- GDARD / GPG tender / quotation requirements

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- Twelve (12) months warranty or guarantee on all waste recycling equipment and machinery which become effective on the date of delivery.

## **11. PROJECT MANAGEMENT ARRANGEMENTS**

11.1 The Service Provider will report directly to GDARD and provide signed delivery notes to GDARD Head office at 56 Eloff Street, Umnotho House, Johannesburg.

11.2 All other deliverables will be delivered to the facilities indicated in **paragraph 7**

## **12. CONTRACTUAL ARRANGEMENTS**

This terms of reference and the bidder's bid proposal will constitute an agreement between the Department and the successful bidder. However, it will be expected for the service provider to sign a Service Level Agreement with the GDARD and the SLA will include the 12 months of maintenance and repairs. Maintenance and repairs will include providing technical support, replacing dysfunctional parts, and servicing the equipment for a period of twelve (12) months after the equipment has been delivered to the Department Beneficiaries and accepted as per the set specifications.

## **13. LOGISTICAL ARRANGEMENTS**

### **13.1 FINANCIAL MANAGEMENT**

- No up-front payments will be made. GDARD will pay for satisfactory completion of work within 30 days of receiving an invoice.

### **13.2 GAUTENG PROVINCIAL TREASURY (GPT) ELECTRONIC INVOICE SUBMISSION AND TRACKING**

- Section 38(1)(f) of the PFMA and Treasury Regulation 8.2.3 regulates the Payment to suppliers within 30 days of invoice receipt. In support of this it is compulsory for the successful bidder/s, on award, to register for GPT Electronic Invoice Submission and Tracking. The GPT shall assist the successful bidder/s in this regard, if required.

## **14 SUBMISSION OF PROJECT PROPOSAL**

Project proposal and supporting documentation must be submitted to:

- Gauteng Provincial Treasury, 75 Fox Street, Marshalltown, Imbumba House, Ground Floor

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- The project proposal, including the pricing must be made per deliverable above.

## 15. APPOINTMENT OF SERVICE PROVIDERS

The Department reserves the right to appoint one service provider. The bidders are expected to provide the total bid amount including costs for all items, cost for transportation of equipment to different beneficiaries and service required as indicated in the Terms of reference and Specification.

## 16. BRIEFING SESSION

A compulsory project briefing session will be held to illustrate to prospective bidders the requirements and allow the opportunity for questions. **Attendance is compulsory. Bidders that do not attend the compulsory briefing session will be disqualified.**

## 17. ENQUIRIES

All inquiries must be made in writing and must reach the officials listed below 5 working days prior to the closing date and time of this tender publication.

### **Supply Chain Management related questions may be directed to:**

Ms. Lindi Ngati  
Supply Chain Management Directorate  
Email: [ursula.ngati@gauteng.gov.za](mailto:ursula.ngati@gauteng.gov.za)

### **Technical-related questions may be directed to:**

Mr. Emmanuel Mukondeleli Takalani  
E-mail: [Emmanuel.Takalani@gauteng.gov.za](mailto:Emmanuel.Takalani@gauteng.gov.za).

 <p><b>GAUTENG PROVINCE</b> PROVINCIAL TREASURY REPUBLIC OF SOUTH AFRICA</p>	<h1>Provincial Supply Chain Management</h1>	
	<b>Registered Supplier Confirmation</b>	Page 1 of 1

## THIS FORM IS TO BE COMPLETED BY REGISTERED SUPPLIERS ONLY

### PLEASE NOTE:

SUPPLIERS ARE REQUIRED TO PROVIDE THEIR REGISTERED CENTRAL SUPPLIER DATABASE (CSD) NUMBER \_\_\_\_\_

For confirmation of your supplier number and/or any assistance please call the GPT Call Centre on **0860 011 000**.

Registered Suppliers to ensure that all details completed below are CURRENT.

MANDATORY SUPPLIER DETAILS			
GPT Supplier number			
Company name (Legal & Trade as)			
Company registration No.			
Tax Number			
VAT number (If applicable)			
COIDA certificate No.			
UIF reference No.			
Street Address		Postal Address	
CONTACT DETAILS			
Contact Person		Telephone Number	
Fax Number		Cell Number	
e-mail address		Principal's Id number	
BANKING DETAILS (in the name of the Company)			
Bank Name		Branch Code	
Account Number		Type of Account	

**I HEREBY CERTIFY THAT THIS INFORMATION IS CORRECT.**

Name(s) & Signature(s) of Bidder(s)
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DATE:	
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# Provincial Supply Chain Management

**Tax Clearance Requirements**

Page 1 of 1

## IT IS A CONDITION OF BIDDING THAT -

- 1.1 The taxes of the successful bidder **must** be in order, or that satisfactory arrangements have been made with the South African Revenue Service to meet his / her tax obligations.
- 1.2 The South African Revenue Service (SARS) from the 18 April 2016 has introduced an enhanced Tax Compliance Status System, whereby taxpayers will obtain their Tax Compliance Status (TCS) PIN instead of original Tax Clearance Certificate hard copies.
- 1.3 Bidders are required to submit their unique Personal Identification Number (PIN) issued by SARS to enable the organ of state to view the taxpayer's profile and Tax Status.
- 1.4 Application for Tax Compliance Status (TCS) or PIN may also be made via e-filing. In order to use this provision, taxpayers will need to register with SARS as e-filers through the website [www.sars.gov.za](http://www.sars.gov.za).
- 1.5 In bids where Consortia / Joint Ventures / Sub-contractors are involved each party must submit a separate Tax Compliance Status (TCS) / PIN / CSD Number.
- 1.6 Where no TCS is available but the bidder is registered on the Central Supplier Database (CSD), a CSD Number must be provided.

## QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- |     |   |     |                          |    |                          |
|-----|---|-----|--------------------------|----|--------------------------|
| 2.1 | Is the bidder a resident of the Republic of South Africa (RSA)? | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2.2 | Does the bidder have a branch in RSA?                           | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2.3 | Does the bidder have a permanent establishment in the RSA?      | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2.4 | Does the bidder have any source of income in the RSA?           | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS/TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER ABOVE 1.4 ABOVE.**



# Provincial Supply Chain Management

Financial Statements

Page 1 of 1

## Submission of Financial Statements

The latest financial statements for the last two years are required (except if it is a new or a dormant entity)

- a) Financial statements must be signed by the auditor (in the case of companies) or the accounting officer (in the case of close corporations) the owner (in case of sole proprietors). Signatures must be on the accounting officer's / auditors report on the auditor's /accounting officer's letterhead.
- b) Financial statements must be signed by the member/s (in the case of close corporations) or by the director/s (in the case of companies.)
- c) In bids where consortia/joint ventures/sub-contractors and partnerships are involved, all bidders must submit their financial statements.
- d) If it is a new or dormant entity an opening set of financial statements must be submitted with the tender document. A letter from the auditor (in the case of companies) or the accounting officer (in the case of close corporations) stating that the entity has not yet traded must be attached.
- e) In cases where an entity has operated for a period less than a year the Management Accounts Report for the period in operation must be submitted signed accordingly as stated in paragraph (a) and (b) of this document.
- f) In cases where the entity has operated for a period more than a year but less than two years, then the financial statement for the first year of operation signed accordingly as per paragraph (a) and (b) of this document must be submitted.

## Annexure A

# GOVERNMENT PROCUREMENT

## GENERAL CONDITIONS OF CONTRACT

### July 2010

#### NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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## General Conditions of Contract

### 1. Definitions

1. The following terms shall be interpreted as indicated:
  - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
  - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
  - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
  - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
  - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
  - 1.7 “Day” means calendar day.
  - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
  - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
  - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
  - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.

- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.
- 2. Application**
- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
- 3. General**
- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from [www.treasury.gov.za](http://www.treasury.gov.za)
- 4. Standards**
- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 5. Use of contract documents and information; inspection.**
- 5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
- 6. Patent rights**
- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 7. Performance**
- 7.1 Within thirty (30) days of receipt of the notification of contract award,

**security**

the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**8. Inspections, tests and analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the

cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

## **9. Packing**

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

## **10. Delivery and documents**

10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

10.2 Documents to be submitted by the supplier are specified in SCC.

## **11. Insurance**

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

## **12. Transportation**

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

## **13. Incidental services**

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties,

- provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

#### **14. Spare parts**

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
- (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
- (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

#### **15. Warranty**

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser

may have against the supplier under the contract.

**16. Payment**

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

**17. Prices**

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

**18. Contract amendments**

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

**19. Assignment**

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

**20. Subcontracts**

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

**21. Delays in the supplier's performance**

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily

available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

## **22. Penalties**

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **23. Termination for default**

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the

envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

**24. Anti-dumping and countervailing duties and rights**

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

- 25. Force Majeure**
- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.
- 26. Termination for insolvency**
- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.
- 27. Settlement of Disputes**
- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due the supplier.
- 28. Limitation of liability**
- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
- 29. Governing language** 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 30. Applicable law** 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
- 31. Notices** 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
- 32. Taxes and duties** 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
- 33. National Industrial Participation Programme (NIP)** 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
- 34. Prohibition of Restrictive practices** 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Js General Conditions of Contract (revised July 2010)