

## REQUEST FOR QUOTATION

### PROCUREMENT OF INTERGENERATIONAL DIALOGUE EVENT COORDINATION RE-ISSUE

<b>RFQ NUMBER:</b>	RFQ NHC/2023/24/127
<b>RFQ ISSUE DATE:</b>	21 August 2023
<b>CLOSING DATE AND TIME:</b>	22 August 2023 @ 11:00
<b>COMPULSORY BRIEFING SESSION</b>	None

**SUPPLIERS ARE REQUESTED TO PLEASE SUBMIT A QUOTATION ON THE COMPANY LETTERHEAD FOR THE FOLLOWING:**

<u>No</u>	<u>Item Description</u>	<u>Quantity</u>	<u>Unit of Measure</u>
4.1.	Procurement of intergenerational dialogue event coordinator as per specifications attached		

<b>ITEM DESCRIPTION</b>	<b>DETAILED INFORMATION</b>
<b>RFQ VALIDITY PERIOD</b>	30 days (COMMENCING FROM THE RFQ CLOSING DATE)
<b>COMPULSORY REQUIREMENT</b>	<ul style="list-style-type: none"> <li>- Valid current Tax compliance status pin code for verification of tax compliance status with SARS.</li> <li>- Only suppliers registered on the Central Supplier Database (CSD) will be considered. Suppliers must include with their quotation / proposal their Master Registration number as proof of registration on CSD</li> <li>- Only bidders that submit a valid current certified copy of the B-BBEE Certificate or original BBBEE certificate issued by the verification agency accredited by SANAS or Sworn Affidavit signed by the EME representative and attested by a</li> </ul>

ITEM DESCRIPTION	DETAILED INFORMATION
	Commissioner of Oaths i.r.o (EMEs), will be considered for scoring on the 20 points as per the 80/20 principle - Completed and signed Standard Bidding Documents (SBD) forms included with the bid document / RFQ.
<b>OTHER COMPULSORY REQUIREMENTS / INFORMATION</b>	
<b>SUBMISSION OF QUOTES</b>	e-mail to: <a href="mailto:procurement@nhc.org.za">procurement@nhc.org.za</a>
<b>CONTACT PERSON FOR ENQUIRIES</b>	Ms. Gugu Hlatshwayo <a href="mailto:g.hlatshwayo@nhc.org.za">g.hlatshwayo@nhc.org.za</a> and cc <a href="mailto:procurement@nhc.org.za">procurement@nhc.org.za</a>

## INTRODUCTION

### 1. PURPOSE OF THE REQUEST

NHC seeks to invite quotations for the procurement of goods and/or services as stated above.

### 2. NHC's TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ)

- 2.1. NHC's conditions of purchase shall apply.
- 2.2. The validity period of the quotations must be clearly stated on the quotation.
- 2.3. Prices quoted shall be in South African Rand and inclusive of VAT as well as any associated costs such as delivery, insurance, taxes, etc.
- 2.4. No price adjustments or amendments will be considered by the NHC after closure of the RFQ.
- 2.5. The supplier accepts full responsibility for the proper execution and fulfilment of the goods or services quoted for.
- 2.6. NHC reserves the right to accept or reject any special terms and conditions that may qualify the goods or services to be provided.
- 2.7. The NHC reserves the right to accept or reject a proposal in whole or in part.
- 2.8. Where the NHC determines that it will be in the best interest of the project to appoint multiple suppliers, the NHC reserves the right to award the RFQ to multiple suppliers by indicating on the purchase order, the items applicable.
- 2.9. Quotations shall be submitted on an official letterhead and duly signed.
- 2.10. Goods or services shall be supplied / rendered upon receipt of an official purchase order from the NHC. No services must be rendered or goods delivered before an official NHC purchase order or service level agreement (SLA) signed.
- 2.11. The General Conditions of Contract (GCC) issued by National Treasury are applicable.
- 2.12. Only quotations from suppliers that complies with the specifications and indicate the date of delivery or expected date of service delivered, shall be evaluated and considered.
- 2.13. The NHC reserve the right to do due diligence on the quotations.
- 2.14. The NHC reserves the right to benchmark prices quoted.

- 2.15. Late and / or incomplete submissions will not be accepted.
- 2.16. NHC shall pay within 30 days after receipt of an invoice.
- 2.17. All invoices must be submitted to SCM via the email to [procurement@nhc.org.za](mailto:procurement@nhc.org.za).

### 3. EVALUATION CRITERIA

All quotations will be evaluated based on compliance with compulsory requirements, compliance with specifications / Terms of Reference and the 80/20 preference point system prescribed by the Preferential Procurement Policy Framework Act 5 of 2000 and its Regulations as amended in 2022, please see SBD 6,1.

The breakdown of the scoring is included in the Standard Bidding Document (SBD) 6.1. Suppliers are required to complete the SBD 6.1 to indicate the points claimed as required.

**IMPORTANT:** Suppliers to failed to claim points on SBD 6.1 will score zero by default.

Your assistance and co-operation is appreciated.

Kind Regards

*Ms. Nompumelelo Ndlovu  
Supply Chain Intern  
National Heritage Council of South Africa  
353 Festival Street  
Hatfield  
0028  
Tel: 012 748-3949  
Email: [procurement@nhc.org.za](mailto:procurement@nhc.org.za)*

## TERMS OF REFERENCE: INTERGENERATIONAL DIALOGUE EVENT COORDINATION.

### 1) INTRODUCTION

National Heritage Council of South Africa (NHC) is a Schedule 3(A) Public Entity that is responsible for the preservation South Africa's heritage. The important areas that the NHC focuses on is policy development for the sector to meet its transformation goals, public awareness and education, knowledge production in heritage subjects that were previously neglected, and making funding available to projects that place heritage as a socio-economic resource.

**Request a service provider that will assist with the procurement and coordination of the below goods and services.**

#### 1. Procurement of groceries

SERVICES	ITEMS	Unit of Measure (UOM)	Quantity
Grocery items	Maize meal	80kg	2
	Samp	25kg	1
	live chicken (Adult)		50
	Live Cow	400 – 450KG	1
	Sugar beans-	12.5kg	1
	Coarse salt-	10kg	1
	Spinach-	Per KG	100
	Cabbage-	Each	20
	Carrots-	Per kg	20
	Beef stock	Per box of 24	3
	Chicken stock	Per box of 24	3
	Onion	Per 7kg	2
	sweet potato	10k	2
	Brown sugar	5kg	1
	Teabags Five Roses	160teabags box	02
	Teabags – Rooibos	160 tea bag box	02
	Ricoffee	500g	1
	Cremora	Per box of 750g	4
	Long life Fresh milk	1L	12
400ml assorted coldrinks x 400 cans	Per 400ml can	400	

SERVICES	ITEMS	Unit of Measure (UOM)	Quantity
	bottled water	Per 500ml	600
	Dikomelo	2kg	1
	Rama	Per 1kg brick	5
	Jam-apricot and strawberry	Per 1kg	2
	Cooking oil- 20L	Per litre	20
	Six gun-3kg	Per kg	3
	loaf of bread: 6 white	Each	6
	Loaf of bread – Sliced white and brown	Each	14
	Take away table spoons,	Each	500
	Fomo take away division plates with lids	Each	500
	Take away fomo cups	Each	500
	9kg tomatoes	Per kg	9
	Green pepper -	Per Kg	5
	Yellow pepper	Per Kg	5
	Red pepper	Per Kg	5
	Beetroot	Per kg	20
	Fish (Hake)	5kg	4
	60 eggs x 2	Per pack of 60	2
	Box fish spice	Per kg	4
	2x 500g baking powder	Per 500g	2
	2 x Mayonnaise 3kg bottles	Per 3kg	2
	Chutney 2 x 3kg bucket	Per 3kg bucket	2
	1x 2liter vinegar	Per 2L	1
	box mild rajah	800g	2
	small hot rajah	100g	1
	Aromat	1.5 kg	2
	green peas cans	Per 3kg	6
	12.5 white cake flour	Per kg	12.5
	3x 7kg potatoes	Per 7kg bag	3
	beef soup-1 kg	Per kg	1
	Ice packs- 50 packs	2kg	50
	Hardwood to be used for fire when cooking- 40 bags of hardwood	5kg	10

- The service provider should consult the contact person/ NHC representative before making any confirmations, to ensure that both parties fully understand the specifications.
- **The grocery items should be delivered on 24 August 2023, at 12h00.**

## 2. **BREAKFAST CATERING**

The NHC is hosting an intergenerational dialogue in Matibidi village, Mpumalanga with 150-200 attendees at the Cultural centre in Matibidi.

- The venue is the Cultural centre at the Matibidi Village in Mpumalanga.
- **The breakfast should be served on 25 August 2023 at 9am. The Service provider will be required to set up before 9am.**

Service	Items	Quantity
Breakfast for mass	Breakfast Scones/Muffins Breakfast sandwiches with filling	150
	Drinks Hot drinks Coffee and tea with sugar: brown sugar Milk: fresh milk and cremora Juice: diluted juice in jars	150
Breakfast for VIP	Executive Breakfast platter serving	Serving 30
	Drinks Hot drinks Coffee and tea with sugar: brown sugar Milk: fresh milk and cremora Juice: diluted juice in jars	30
Set up	The service prover will be required to have two serving stations for the mass and one (1) set up for 30 VIP and executive.	
Equipment	The service provider should bring along, tables with table cloths Crockery and cutlery Disposable cups and spoons for the mass. Serviettes, tooth picks, etc All equipment / items that they will need as the venue is a dry venue. Bring along extension cords. There is no kitchen so all the food should be readily made.	

**3. MARSHALL, SECURITY AND COOKS**

- The cooks should be on site from 24-25 August 2023.
- The marshal and security should be on site on 25 August 2023.

SERVICE	ITEM	QUANTITY
Kitchen personnel	<b>Cooks</b>	<b>15</b>
Security services	Security supervisors Grade A or B Psira registered, proof to be supplied for company and the officers	2
	Security Officers At least grade C Psira registered, proof to be supplied for company and the officers	2
	The rates charged per security officer must comply with the minimum rates as published for security officers	
	The security personnel must be on site on 25 August 2023 from 7am to 2pm.	
	The security personnel will be responsible for security measures and safe guarding of property event and attendees during the event as stipulated above  The supplier will be held liable for any breach of security and losses as a result of not executing security duties during the event	

SERVICE	ITEM	QUANTITY
	Proof of liability insurance must be included with the quotation.	
<b>Total personnel required</b>		19

Service provider will be provided with a register for each personnel to sign.

#### 4. TRANSPORT

The transport services will ferry pax from the respective pick up points to cultural centre in Matibidi village and back to the pick-up points.

Service	Item	Quantity
<b>Taxis to ferry people from the surrounding villages</b>	<b>20 seaters</b>	<b>05</b>
Taxi 1 Pick-up and drop-off point: Makuke secondary		
Taxi 2 Pick-up and drop-off point: Kadishi secondary		
Taxi 3 Pick-up and drop-off point: Hlong Secondary		
Taxi 4 Hlapetsa Village		
Taxi 5 Mamorapama village		
Taxi 6 Mashelebeng village		



Service	Item	Quantity
Taxi 7 Didimala village		
Taxi 8 Dimanameng village		

The service provider should work with the taxi people from Matibidi villages.

### 5. Cultural performances

To render items during the dialogue on 25 August 2023. The performers should be on site at 9am.

Service	item	quantity
Coordinate cultural groups	Cultural groups to render performance on 25 August 2023.	02

The performers should be based in Matibidi village.

### 6. PA SYSTEM AND OTHER LOGISTICS

PA systems to be used in a semi open auditorium at the cultural centre in Matibidi village, it should comprise of microphones, speakers, and related equipment. The service provider will be expected to connect the system on 25 August 2023, the programme starts at 9am the service provider should arrive at 8am for set-up and preparation.

**Delivery address:** Cultural centre in Matibidi village in Mpumalanga

Service	Items	Quantity
PA SYTEM	Cordless microphone	04
	Speakers- audible enough for an auditorium for 100 pax in a semi open	01

	auditorium.  Speaker should have a Bluetooth connector function and USB slots.	
	Related equipment such as extension to be used to plug in the items listed above.	
Generator	To be used as a back-up when there is load shedding in the duration of the dialogue. A technician is also required on site.	01
Mobile flushable toilet	Cubicle (female and male)  Basin with water  Paper towel	02
Fresh flowers	Fresh flowers to be placed on the main table with vase	02 bouquets
Podium	Wooden or clear podium	01
GAS heater	Gas heater with filled cylinder	02

AND

The below item should be quoted separately

Service	Items	Quantity
Cushions	Floor cushions	150

## **QUOTATION FORMAT**

The quotation should be clear and itemized using the tables above as a base. The quotation should be accompanied with pictures of the work produced and at least one reference letter, not older than 6 months.

For more information, please contact Matanato Ngwaila at [m.ngwaila@nhc.org.za](mailto:m.ngwaila@nhc.org.za) and/  
[g.hlatshwayo@nhc.org.za](mailto:g.hlatshwayo@nhc.org.za)

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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

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

### 2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

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

2.2.1 If so, furnish particulars:

.....  
.....

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

2.3.1 If so, furnish particulars:

.....  
.....

### 3 DECLARATION

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

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win

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

the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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.

..... Signature	..... Date
..... Position	..... Name of bidder

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

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:

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

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

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

- (a) Price; and
- (b) Specific Goals.

**1.4 To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

**2. DEFINITIONS**

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

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

#### 3.1. POINTS AWARDED FOR PRICE

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

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

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

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

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

##### 3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—



- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

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

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

*(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)*

*Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)*

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Compliance Based on Section 10 of the B-BBEE Act (Act 53 of 2003 as amended by Act 46 of 2013)	4 Level 1-2 = 4 pts Level 3-4 = 3 pts Level 5-6 = 2 pts Level 7-8 = 1 pt Non-compliant contributor = 0	10 Level 1 = 8 pts Level 2 = 7 pts Level 3 = 6 pts Level 4 = 5 pts Level 5 = 4 pts Level 6 = 3 pts Level 7 = 2 pts Level 8 = 1 pt Non-compliant contributor = 0		
The promotion of SMME's		5		
The promotion of woman owned enterprises		5		
The promotion of youth owned enterprises		0		
The promotion of people with disabilities		0		

The promotion of enterprises located in rural areas		0		
The promotion of enterprises located in the township		0		
The promotion of co-operatives		0		

**DECLARATION WITH REGARD TO COMPANY/FIRM**

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

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

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

.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

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