



TSHWANE AUTOMOTIVE SPECIAL ECONOMIC ZONE

AFRICA'S FIRST AUTOMOTIVE CITY

REQUEST FOR QUOTATIONS	
RFQ Description:	APPOINTMENT OF AN ACCREDITED SKILLS DEVELOPMENT PROVIDER TO PROVIDE FIRST AID TRAINING.
RFQ Number:	TASEZ/RFQ048/2026
Closing Date:	21 August 2026
Closing Time:	12h00
RFQ validity period:	90 Days
Compulsory Briefing: Yes ☐ No ☒	N/A
TASEZ Enquiry Details:	rfqs-rfps@tasez.co.za
Name:	Mthokozisi Qwabe
Contact Numbers:	N/A
Email Address:	Mthokozisiq@tasez.co.za
Delivery Address:	Mthokozisiq@tasez.co.za

Bidders Name:	
Total Bid Price (All Inclusive)	R

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1. BACKGROUND

1.1. Background

The Tshwane Automotive Special Economic Zone (TASEZ) through the TASEZ Training Academy (TTA) is desirous to appoint a training service provider to roll-out accredited training interventions to benefit 400 learners over the 2026/27 financial year.

The Special Economic Zones (SEZs) in South Africa were set up to accelerate the country's industrial development agenda to promote industrial agglomeration, build the required industrial infrastructure, promote coordinated planning among key government agencies and the private sector, and guide the deployment of other necessary development tools. The proposed interventions align with TASEZ's mandate of transforming the automotive sector, acting as a catalyst for employment, boosting the country's economic growth, and enabling socio-economic development. TTA is seeking to equip targeted individuals with necessary competencies to meet the demands of the automotive job market.

During the recruitment process, TTA PMU will endeavour to achieve a balanced representation of youth, women and persons with disabilities as per the GEYODI targets. The proposed intervention will offer a structured training programme, to equip Gauteng communities with technical expertise and practical exposure required in the industry whilst enhancing their employability- aligned to national priority of job creation.

Skills development and training in South Africa is essential in shaping the nation's workforce, particularly among the youth, who face staggering unemployment rates whilst bridging the skills gap - these programmes will prepare job seekers and upskill workers to meet the evolving demands of the job market.

2. INVITATION TO SUBMIT A QUOTATION

The appointed Skills Development Provider is expected to provide accredited training intervention to 400 learners over the **2026/27 financial year**.

Quoted price(s) should include the following:

- Training Materials for theoretical training & simulation- all Knowledge and Workplace Modules
- Training facility for theoretical training that is QCTO/SETA approved
- Lunch & Refreshments for all training interventions for the duration of the theoretical & simulation training
- Final Integrated Supervised Assessment (FISA)
- Issuing Learner Statement of Results Certification by QCTO
- Learner Logbooks

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- Sign a Service Level Agreement (SLA) with pre-populated templates to be provided by TASEZ, which includes but not limited to:
- Implementation Plan o POPI Act undertaking o Cash flow
- Reporting Schedule
- The appointed SDPs will have to provide the following reports throughout the implementation of the project:
- Financial Reporting - template to be provided by TASEZ
- Performance Reporting - template to be provided by TASEZ
- Manage training registers - template to be provided by TASEZ
- Provide pictures of all training sessions
- Submit close-out report at the end of the project- template to be provided by TASEZ
- MOUs with approved workplaces to host learners (where applicable)
- Modules for all QCTO registered SPS
- Request for QCTO to approve FISA instrument and Learner Results for all QCTO registered SPS
- Request for learner certificates from QCTO for all QCTO registered SPS
- Request for certificates from the regulatory bodies and/or delegated entities

Programme Name	Programme Type and /or ID	# Number of learners	Objectives	Credit Value	Duration	Services Required
Basic Emergency First Aid Responder	SP-230801	100 learners	To train workers in First Aiders to enhance workplace compliance	2	4 days	Facilitation, assessment & moderation
Intermediate First Aid	SP-230802	150 learners	To train workers in First Aiders to enhance workplace compliance	5	7 days	Facilitation, assessment & moderation

Advanced Emergency First Aid Responder	SP-230803	150 learners	To train workers in First Aiders to enhance workplace compliance	6	8 days	Facilitation, assessment & moderation
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3. CONTACT AND COMMUNICATION

- 3.1. All communication and enquiries shall be **in writing** (via email), to the following email address, Mthokozi@tasez.co.za. TASEZ will communicate with all Bidders where clarity regarding this RFQ is sought.
- 3.2. **Clarification questions from bidders will be closed two (2) days before date of closure on the RFQ.**
- 3.3. Any communication to an official in respect of the RFQ between the closing date and the award of the contract by the Bidders is prohibited.
- 3.4. If a Bidders finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in this RFQ or any other information provided by TASEZ (other than minor clerical matters), the Bidders must promptly notify TASEZ in writing of such discrepancy, ambiguity, error or inconsistency in order to afford TASEZ an opportunity to consider what corrective action is necessary (if any).
- 3.5. Any actual discrepancy, ambiguity, error, or inconsistency in the RFQ or any other information provided by TASEZ will, if possible, be corrected and provided to all Bidders without attribution to the Bidders who provided the written notice.
- 3.6. All people (including Bidders) obtaining or receiving the RFQ and any other information in connection with the RFQ must keep the contents of the RFQ and other such information confidential and not disclose or use the information except as required for the purpose of developing a response to the RFQ.

4. LATE SUBMISSION

- 4.1. Late responses to the RFQ will not be accepted.
- 4.2. **All dates and times in this RFQs are in accordance to the South African standard calendar and time.**
- 4.3. Any time or date in this RFQ is subject to change at TASEZ's discretion. The establishment of a time or date in this RFQ does not create an obligation on the

part of TASEZ to take any action or create any right in any way for any Bidders to demand that any action be taken on the date established.

4.4. The Bidders accepts that, if TASEZ extends the deadline for the RFQ submission (the closing date) for any reason, the requirements of this RFQ otherwise apply equally to the extended deadline

4.5. Tender Returnables Requirements

Bidders shall submit all tender returnable documents as indicated in the Table 1 below for evaluation purposes.

Table 1: Tender Returnables Requirements to be submitted for Evaluation.

Document that must be Submitted	Returnables for the RFQ
CIPC Documents- CIPC Registration Documents	
SBD 1 – Invitation to Bid	
B-BBEE Certificate or Sworn Affidavit	
Tax Pin	
Letter of Good Standing	
CSD Report	
SBD 4	
SBD 6.1 – Preference Points Claim Form	
SBD 6.2 – Local Content Declaration (If Applicable)	

5. EVALUATION OF BIDS

Bids will be evaluated There will be **four (4) stages** in the evaluation of the bids:

5.1. Responsiveness Assessment

This is the assessment of compliance with the minimum Administrative Requirements as detailed in **Table 2** below.

5.1.1. Stage 1: Administrative Requirements Criteria

Table 2: Administrative Requirements

Document that must be Submitted	Returnables for the RFQ
CIPC Documents- CIPC Registration Documents	CIPC Registration Documents
SBD 1 – Invitation to Bid	Invitation to Bid - Complete and sign the supplied document
B-BBEE Certificate or Sworn Affidavit	Original or certified B-BBEE Certificate or Sworn Affidavit.
Tax Pin	Bidders must ensure compliance with their tax obligations
Letter of Good Standing	
CSD Report	The Bidders must submit a valid CSD Report (Not older than 3 months).
SBD 4	Declaration of Interest – Complete & sign the supplied document
SBD 6.1 – Preference Points Claim Form	Preference Points Claim Form – Complete and sign the supplied document.
SBD 6.2 – Local Content Declaration (If Applicable)	Bidder to submit their proposed local content declaration on SBD 6.2 as attached in the Annexures of this document.

5.1.2. Stage 2 – Mandatory Requirements Criteria

The Bidder shall take note of the required returnable schedules that must be fully complied with and submitted with their tender submission. It is the responsibility of the Bidder to ensure that the information submitted is sufficient to evaluate their tender.

Failure to submit all mandatory requirements will result in submissions being **deemed null and void** and shall be considered **“non-responsive”** and therefore not considered further.

Table 3: Mandatory Requirements

Description	Compliant	Non-Compliant
1. SBD 4 – Declaration of Interests		
2. Accreditation Prospective training providers must attach valid accreditation by relevant SETA, QCTO and/or Quality Council.		

5.1.3. **Stage 3 – Technical / Functionality Evaluation**

Functional qualifying criteria

Only bids that comply with the indicated Mandatory Administrative Requirements will be considered for the Technical / Functional Evaluation Stage.

The Technical / Functional Evaluation criteria for this bid is indicated in tables below including the scoring system and weight allocation that will be used for the evaluation of the bids. Bidders are required to achieve a minimum of **70 points** out of **100 points** to proceed to **Stage 3** (Price and B- BBEE).

Table 3: Company Experience

Company Experience	No. of Letters	Points Claimed
The Service Provider should clearly outline experience in implementing similar programmes. Service Providers to provide at least five (05) signed contactable reference letters on a letterhead from existing/previous clients within past 5 years from different clients whom we may contact for references. The reference letter must include company name, contact details, contract value, a brief description of the services that were provided and level of satisfaction.	5 Reference Letters	30
	3 – 4 Reference Letters	20
	1 – 2 Reference Letters	10
	No Reference Letters	0

Company Experience	No. of Letters	Points Claimed
<u>Note, Completion certificate/Award letters will not be considered.</u>		
Total Points Claimable		30

Company Key Personnel Experience

The Bidder must submit proof of Key Personnel Experience in the form of CVs of the personnel.

Table 4: CV of Facilitators, Moderators and Assessors

Personnel Experience	Level of Details	Points Claimed
Bidders to attach a detailed curriculum vitae with 3 years minimum experience as a: Facilitator, Moderator, and Assessor To Attach CV of facilitator with at least 3 years of facilitating, moderating and assessing experience <u>The CV and qualifications submitted should be of the same recommended competent personnel.</u> Name: _____	5 Years and Above	30
	3 - 4 Years	20
	1 – 2 Years	10
	0 Years	0
Total Points Claimable		30

Company Key Personnel Qualifications

The Bidder must submit proof of Key Personnel Qualifications in a form of **Certified** copies of Certificates.

Table 6: Qualifications of the Facilitator/Moderator and Assessor

Personnel Qualifications	Level of Details	Points Claimed
The Facilitator/Moderator and Assessor shall have any of the	Degree or above in any of the mentioned	30

qualifications listed below: - o Health & Safety - o Or any other relevant qualification - o Any SETA accreditation Proof of qualifications must be attached Name: _____	fields + Any SETA accreditation	
	National Diploma in any of the mentioned fields + Any SETA accreditation	20
	Certificate in any of the mentioned fields + Any SETA accreditation	10
	No submissions	0
Total Points Claimable		30

Table 7: Project Implementation / Management Plan

Project Implementation Methodology Requirements	Level of Details	Points Claimed
Bidders must submit a draft Project Execution Methodology that is specific to this scope of works. The methodology must address the following: • Implementation plan • Learner attendance management methods, reporting methods to the TASEZ.	Excellent	10
	Good	07
	Fair	05
	Poor	02
	Very Poor	0
Total Points Claimed		10

The minimum threshold points for functionality is **70** points out of **100** points and any bidder scoring less than 70 points will not be considered for further evaluation. Bidder to address and respond to all areas of the evaluation criteria. Any bid scoring less than the Minimum required in any one or more of the above-mentioned evaluation criteria will not be evaluated further.

Any bid not covering all of the above will not be evaluated. For purpose of comparison and in order to ensure a meaningful evaluation, Service

Providers are requested to furnish detailed information in substantiation of compliance with the evaluation criteria mentioned above.

5.1.4. **Stage 4 – Price and Specific Goals**

Bidders must fully complete the Pricing Schedule. The bid will be evaluated on the 80/20 principle. (Refer to SBD6,1 attached)

6. **VALIDITY PERIOD OF THE RFQ**

The validity period of this RFQ shall be **90 days** from the closing date.

7. **DURATION OF THE CONTRACT**

The duration of the contract will be once off.

8. **PRICING SCHEDULE**

Tenderers shall complete the Pricing Schedule for all resources included in the schedule.

Price Schedule A: **Basic Emergency First Aid Responder**

Item	Quantity	Unit Rate	Amount
Catering (1 starch, 1 protein, 2 vegetables & 1 soft drink)	100 learners (04 days)	R	R
Training Materials for theoretical training & simulation	100 learners	R	R
Training Delivery Component/Facilitation/Simulation & training facility	04 Days	R	R
Statement of Results and Certification	100 learners	R	R
Total Amount excluding VAT		R	R
VAT 15%		R	R
Total Including VAT		R	R

***NB: Carry this total forward to the Pricing Summary.**

Pricing Schedule B: **Intermediate First Aid**

Item	Quantity	Unit Rate	Amount
Catering (1 starch, 1 protein, 2 vegetables & 1 soft drink)	150 learners (07 days)	R	R
Training Materials for theoretical training & simulation	150 learners	R	R
Training Delivery Component/Facilitation/Simulation & training facility	07 Days	R	R
Statement of Results and Certification	150 learners	R	R
Total Amount excluding VAT		R	R
VAT 15%		R	R
Total Including VAT		R	R

***NB: Carry this total forward to the Pricing Summary.**

Pricing Schedule C: **Advanced Emergency First Aid Responder**

Item	Quantity	Unit Rate	Amount
Catering (1 starch, 1 protein, 2 vegetables & 1 soft drink)	150 learners (08 days)	R	R
Training Materials for theoretical training & simulation	150 learners	R	R
Training Delivery Component/Facilitation/Simulation & training facility	08 Days	R	R
Statement of Results and Certification	150 learners	R	R
Total Amount excluding VAT		R	R
VAT 15%		R	R
Total Including VAT		R	R

***NB: Carry this total forward to the Pricing Summary.**

Summary Pricing Schedule

Item	Amount
Pricing Schedule A Total	R
Pricing Schedule B Total	R
Pricing Schedule C Total	R
Total Including VAT	R

It must be noted detailed costing can be provided but the above table **MUST BE COMPLETED IN FULL** for the Bid to be excepted.

Bidder Name: _____

Price Offer Once-Off: _____

Location of the training facility: _____

***NB:** Kindly note that these training courses will take place throughout the financial year at the premises of the awarded service provider.

1. SBD 1 FORM

PART A: INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
Bid Number:	TASEZ/RFQ048/2026	Closing Date:	21 August 2026	Closing Time:	12:00 PM
Description:	APPOINTMENT OF AN ACCREDITED SKILLS DEVELOPMENT PROVIDER TO PROVIDE FIRST AID TRAINING.				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).					

SUPPLIER INFORMATION					
Name of Bidder					
Postal Address					
Street Address					
Telephone Number	Code		Number		
Cellphone Number					
Facsimile Number	Code		Number		
E-Mail Address					
VAT Registration Number					
		TCS PIN:		OR	CSD No:
B-BBEE Status Level Verification Certificate [Tick Applicable Box]	☐ Yes ☐ No		B-BBEE Status Level Sworn Affidavit ☐ Yes ☐ No		
If Yes, who was the Certificate Issued By?					
An Accounting Officer as Contemplated in the Close Corporation Act (CCA) and Name the Applicable in the Tick Box	☐	An Accounting Officer as Contemplated in the Close Corporation Act (CCA)			
	☐	A Verification Agency Accredited by the South African Accreditation System (SANAS)			
	☐	A Registered Auditor: Name:			
[A B-BBEE Status Level Verification Certificate/Sworn Affidavit (For EMES& QSES) must be Submitted in Order to Qualify for Preference Points for B-BBEE]					
Are you the Accredited Representative in South Africa for the Goods /Services /Works Offered?	☐ Yes ☐ No [If Yes Enclose Proof]		Are you a Foreign Based Supplier for the Goods / Services / Works Offered? ☐ Yes ☐ No [If Yes Answer Part B:3 Below]		
Signature of Bidder			Date		
Capacity under which this Bid is Signed (Attach proof of authority to sign this bid, e.g., resolution of directors, etc.)					
Total Number of Items Offered			Total Bid Price (All Inclusive)		
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
Department/ Public Entity	TASEZ		Contact Person	Lucia Buda	
Telephone Number	N/A		Facsimile Number	N/A	
Facsimile Number	N/A		E-Mail Address	Rfqs-rfps@tasez.co.za	
E-Mail Address	luciab@tasez.co.za / rfqs-rfps@tasez.co.za				

PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:												
1.1. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration. 1.2. All bids must be submitted on the official forms provided– (not to be re-typed) or online 1.3. Bidders must register on the central supplier database (CSD) to upload mandatory information namely: (business registration/ directorship/ membership/identity numbers; tax compliance status; and banking information for verification purposes). B-BBEE Certificate or sworn affidavit for B-BBEE must be submitted to bidding institution. 1.4. Where a bidder is not registered on the CSD, mandatory information namely: (business registration/ directorship/ membership/identity numbers; tax compliance status may not be submitted with the bid documentation. B-BBEE certificate or sworn affidavit for B-BBEE must be submitted to bidding institution. 1.5. This bid is subject to the preferential procurement policy framework act 2000 and the preferential procurement regulations, 2017, the general conditions of contract (GCC) and, if applicable, any other legislation or special conditions of contract.												
2. TAX COMPLIANCE REQUIREMENTS												
2.1 Bidders must ensure compliance with their tax obligations. 2.2 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. 2.3 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. 2.4 Bidders may also submit a printed TCS together with the bid. 2.5 In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate proof of TCS / pin / CSD number. 2.6 Where no TCS is available, but the bidder is registered on the central supplier database (CSD), a CSD number must be provided.												
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS												
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">3.1. Is the bidder a resident of the republic of South Africa (RSA)?</td> <td style="width: 10%; text-align: center;">☐ yes</td> <td style="width: 20%; text-align: center;">☐ no</td> </tr> <tr> <td>3.2. Does the bidder have a branch in the RSA?</td> <td style="text-align: center;">☐ yes</td> <td style="text-align: center;">☐ no</td> </tr> <tr> <td>3.3. Does the bidder have a permanent establishment in the RSA?</td> <td style="text-align: center;">☐ yes</td> <td style="text-align: center;">☐ no</td> </tr> <tr> <td>3.4. Does the bidder have any source of income in the RSA?</td> <td style="text-align: center;">☐ yes</td> <td style="text-align: center;">☐ no</td> </tr> </table> 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 2.3 above.	3.1. Is the bidder a resident of the republic of South Africa (RSA)?	☐ yes	☐ no	3.2. Does the bidder have a branch in the RSA?	☐ yes	☐ no	3.3. Does the bidder have a permanent establishment in the RSA?	☐ yes	☐ no	3.4. Does the bidder have any source of income in the RSA?	☐ yes	☐ no
3.1. Is the bidder a resident of the republic of South Africa (RSA)?	☐ yes	☐ no										
3.2. Does the bidder have a branch in the RSA?	☐ yes	☐ no										
3.3. Does the bidder have a permanent establishment in the RSA?	☐ yes	☐ no										
3.4. Does the bidder have any source of income in the RSA?	☐ yes	☐ no										

NB: failure to provide any of the above particulars may render the bid invalid.

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1. SBD 4 Form

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**
- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

- 2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**
- 2.3.1 If so, furnish particulars:
.....
.....
.....

- 2.4 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

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status(active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3. GENERAL DECLARATION

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

- 2.5 I have read and I understand the contents of this disclosure.
- 2.6 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.
- 2.7 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- 2.8 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 2.9 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.
- 2.10 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.
- 2.11 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....
Signature

.....
Date

.....
Designation

.....
Name of bidder

2. SBD 6.1 Form

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

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:	
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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.

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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:

80/20 or 90/10

$$Ps=80(1-Pt-PminPmin) \text{ or } Ps=90(1-Pt-PminPmin)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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:

80/20 or 90/10

$$Ps=80(1+Pt-PmaxPmax) \text{ or } Ps=90(1+Pt-PmaxPmax)$$

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.

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)
Enterprises with ownership of 51% or more by person/s who are black person/s		4		
Enterprises with ownership of 51% or more by person/s who are women		6		
Enterprises with ownership of 51% or more by person/s who are youth		4		
Enterprises with ownership of 51% or more by person/s with disability		6		

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:

.....

.....

3. SBD 6.2 Form

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

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

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

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9. (1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two-stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the

overall value of the contract is reduced to below the stipulated minimum threshold.

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

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

Where

x is the imported content in Rand.

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

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

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

- 1.6. A bid may be disqualified if –
- 1.6.1. this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
 - 1.6.2. the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

- 2.1. "bid" includes written price quotations, advertised competitive bids or proposals;
- 2.2. "bid price" price offered by the bidder, excluding value added tax (VAT);
- 2.3. "contract" means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. "designated sector" means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national

development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;

- 2.5. "duly sign" means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.6. "imported content" means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its Sub-Contractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. "local content" means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. "stipulated minimum threshold" means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. "sub-contract" means the primary Bidder's assigning, leasing, making out work to, or employing another person to support such primary Bidder in the execution of part of a project in terms of the contract.

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

No.	Description of Service / Works / Goods	Unit (e.g., m ² , m ³ , ton, etc.)	Qty	Stipulated Minimum Threshold
1.				
2.				
3.				
4.				
5.				
6.				

7.				
8.				

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

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

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

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

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

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

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

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?

(Tick applicable box)

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

5.1. If yes, provide the following particulars:

5.1.1. Full name of auditor:
.....

5.1.2. Practice number:
.....

--

5.1.3. Telephone and cell number:

.....

5.1.4. Email address:

.....

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

- 6. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the DTI must be informed accordingly in order for the DTI to verify and in consultation with the AO/AA provide directives in this regard.**

Local Content Declaration
(Refer To Annex B of SATS 1286:2011)

Local content declaration by Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive or Senior Member/Person with management responsibility (close corporation, partnership, or individual)

In respect of bid no.

.....

Issued BY: (Procurement Authority / Name of Institution):

.....

.....

NB

- 1) The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2) Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidder should first complete Declaration D. After completing Declaration D, Bidder should complete Declaration E and then consolidate the information on Declaration C. Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below. Declarations D and E should be kept by the Bidder for verification purposes for a

period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

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

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

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

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

- d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

7. Process When Requesting Exemption Letters

- 7.1. For exemption requests on designated products and the minimum threshold for local content cannot be met for various reasons, Bidder must apply for exemption per tender. After checking with the industry, the dti will decide whether to grant an exemption or not.
- 7.2. In the official request (signed letter), the following information should be included:
- 7.2.1. Procuring entity/government department/state owned company.
 - 7.2.2. Tender/bid number.
 - 7.2.3. Closing date.
 - 7.2.4. Item(s) for which the exemption is being requested for.
 - 7.2.5. Description of the goods, services or works for which the requested exemption item will be used for and the local content that can be met.
 - 7.2.6. Reason(s) for the request.
 - 7.2.7. Supporting letters from local manufacturers and suppliers.

NB – Exemption letters are tender specific and applications are not transferrable.

- 7.3. The turnaround time in response to exemption letters for all designated products is five working days with the exception of rail and boats/vessels which is seven working days.
- 7.4. Request for exemption letters are to be directed to:

Dr Tebogo Makube

Chief Director: Industrial Procurement

Tel: 012 394 3927

E-mail: tmakube@thedti.gov.za.

- 7.5. The turnaround time in response to textile, clothing, leather and footwear exemption letters request is two working days and requests are to be directed to:

Patricia Khumalo Tel: 012 394 1390

E-mail: khumaloP@thedti.gov.za