



**South African
NATIONAL PARKS**

REQUEST FOR QUOTATION

Terms of Reference

INVITATION TO BID FOR THE APPOINTMENT OF A SERVICE PROVIDER

TO CONDUCT AN OCCUPATIONAL HYGIENE SURVEY AT THE KRUGER NATIONAL PARK

RFQ NO.: 309219

REQUEST FOR QUOTATION	
You are hereby invited to submit quotations for:	
THE APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT AN OCCUPATIONAL HYGIENE SURVEY AT THE KRUGER NATIONAL PARK	
RFQ NUMBER:	RFQ No.: 309219
ADVERTISEMENT DATE:	26 May 2026
CLOSING DATE:	09 June 2026
CLOSING TIME:	11h00
ENQUIRIES CLOSING DATE & TIME	09 June 2026 @ 11:00
BID DOCUMENT SUBMISSION EMAIL:	Dimpho.mabele@sanparks.org (Please note that any submissions made to any other email other than the designated email will not be accepted)
BID VALIDITY PERIOD:	90 days (starting from the day after the closing date of this RFQ)
TECHNICAL RELATED QUERIES	Dipontsho Mulaudzi at Dipontsho.Mulaudzi@sanparks.org
SCM RELATED QUERIES	Dimpho Mabele at Dimpho.mabele@sanparks.org

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

Bidders shall submit proposal responses in accordance with the prescribed manner of submissions as specified above. Bids received after the time stipulated shall not be considered.

Where applicable, the successful bidder will be required to fill in and sign a written Contract Form (SBD 7) or Service Level Agreement (SLA).

Bidders are not allowed to contact any other SANParks staff in the context of this RFQ other than the indicated officials under SBD 1 or as indicated above.

NB: No proposal shall be accepted by SANPARKS if submitted in any manner other than as prescribed above.

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

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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER MAY BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.”

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: _____

CAPACITY UNDER WHICH THIS BID IS SIGNED: _____
(Proof of authority must be submitted e.g. company resolution)

DATE: _____

CORRESPONDENCES - Queries

Should it be necessary for a bidder to obtain clarity on any matter arising from or referred to in this RFQ document, please refer queries, in writing, to the contact person(s) listed above in SBD 1 or below. Under no circumstances may any other employee within SANParks be approached for any information. SANParks reserves the right to place responses to such queries on the website.

Any queries regarding the bidding procedure may be directed to:

Department:	Supply Chain Management
Contact Person:	Dimpho Mabele
Tel:	013 735 4327
Email Address:	Dimpho.mabele@sanparks.org
Enquiries Closing Date & Time	09 June 2026 @ 16:00

1. PURPOSE

The purpose of this RFQ is to appoint a service provider to conduct an occupational hygiene survey at the Kruger National Park.

2. BACKGROUND

SANParks management and staff are consistently committed to supporting and further developing Occupational Health and Safety (OHS) practices within the organisation, thereby creating and maintaining a safe and healthy work environment. The appointment of a service provider to conduct the Occupational Health and Safety hygiene survey and health risk assessment will assist Kruger National Park in further improving its current OHS measures in the workplace

Occupational hygiene survey at Kruger National Park. Conduct an occupational hygiene survey at Pretorious Kop, Berg en Dale, Lower Sabie, Crocodile Bridge, Orphen, Satara, Talamati, Biyamiti, Tamboti, Letaba, Olifants, Mopani, Phalaborwa, Shingwedzi, Punda Maria, Pfafuri, and Skukuza.

The survey must include noise, illumination, indoor air quality, hand and full body ionization, and ergonomics. The company must also conduct personal exposure to asbestos dust and lime dust and determine the acceptable OEL.

The company must review and recommend the effectiveness of the current PPE used, providing recommendations accordingly. The Company must be a registered Approved Inspection Authority and accredited with SANAS. The company must have more than 3 years' experience in conducting occupational hygiene surveys. The Occupational Hygienist must be trained and registered with SAIOH. Attach proof.

A site inspection by the AIA is imperative before submitting quotations, as it allows familiarity with the occupational health hazards and risks in the workplace.

3. CONDITIONS AND INSTRUCTION TO THE BIDDER

- 3.1. The Bid forms should not be retyped or redrafted, but photocopies may be prepared and used.
- 3.2. The bid documents may be completed in black ink or electronically without changing any format or content.
- 3.3. Bidders should check the numbers of the pages to satisfy themselves that none is missing or duplicated. SANParks will accept NO liability in regard to anything arising from the fact that pages are missing or duplicated.
- 3.4. Counter Conditions: SANParks draws bidders' attention that amendments to any of the Bid Conditions or setting of counter conditions by bidders will result in the invalidation of such bids.
- 3.5. Response preparation costs: SANParks is NOT liable for any costs incurred by a bidder in the process of responding to this Bid Invitation, including on-site presentations.

- 3.6. Cancellation prior to awarding: SANParks reserves the right to withdraw and cancel the Bid Invitation prior to making an award. SANParks shall not accept or incur any liability to a tenderer for such withdrawal and cancellation, however, may give written reasons for such action upon written request to do so.
- 3.7. Collusion, Fraud and corruption: Any effort by Bidder/s to influence evaluation, comparisons, or award decisions in any manner will result in the rejection and disqualification of the bidder concerned.
- 3.8. Fronting: SANParks, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes where applicable, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in the bid documents. Should SANParks establish any of the fronting indicators as contained in the Department of Trade and Industry's "Guidelines on Complex Structures and Transactions and Fronting" during such inquiry/investigation, the onus is on the bidder to prove that fronting does not exist? Failure to do so within a period of 7 days from date of notification will invalidate the bid/contract and may also result in the restriction of the bidder to conduct business with the public sector for a period not exceeding 10 years, in addition to any other remedies SANParks may have against the bidder concerned.

4. SCOPE OF WORK

The following surveys or assessments will need to be conducted:

Identification and Evaluation of Occupational Health Stressors: Occupational Hygiene Risk

An Occupational Hygiene Risk Assessment is conducted to recognise, identify, and anticipate potential health risks associated with environmental factors and stresses, such as physical, chemical, biological, ergonomic, and psychological hazards, to which employees are exposed in the workplace.

Thereafter, an Occupational Hygiene Programme must be developed, from which an occupational hygiene monitoring plan will be formulated.

An AIA shall conduct an Occupational Hygiene Risk Assessment for each Ranger Post/Camp/ Trails camp/ Substation/Fuel station/Gates (Annexure A).

Requirements in line with the Occupational Health & Safety Act, 1993 (Act 85 of 1993) as amended and all applicable regulations incorporated under this Act must also be considered for all identified environmental factors and stresses.

AIA, in cooperation with TE, shall complete the Occupational Hygiene Programme (Refer to Annexure C, attached). For risk identification, AIA shall list all activities from the start of its process to the end and identify the following stressors: -

Chemical Stressors

- Dust (e.g., Asbestos, Silica, etc)
- Smoke (e.g., Smoke from stacks, motor vehicles, incinerators (waste sites), etc.)
- Fumes (e.g., Exhaust emissions from motor vehicles (game drives), petrol, diesel, and metal fumes, etc.)
- Mist (e.g., Spray Painting, during shunting movement, and testing of Locomotives during commissioning)
- Gases (e.g., Hazardous chemicals)
- Vapours (e.g., Lead from soldering processes)
- Conduct air quality monitoring on the five identified asbestos.

AIA

- Conduct hazardous chemical substance risk identification and assessment, recommend control measures, and compile a risk register indicating all the identified activities.
- Conduct air monitoring to determine the measurement of the airborne concentrations of the HCS to which employees are exposed and rate these in terms of the significance as outlined in the HCS Regulation. Refer to chemical stressors in 5.1.1, and also consider other chemical substances not mentioned above.
- Silica Dust Monitoring - Conduct assessment to determine areas that emit silica dust per OHS Act 85 of 1993 and monitoring.
- The Hazardous Chemical Substance risk assessment section of the assessment shall be undertaken in compliance with and with due consideration to Section 8 of the Occupational Health and Safety Act (Act 85 of 1993), and SANS 16001.

- All other Hazardous Chemical Substance risks of current activities, products, and services, and new activities (new developments, modified activities, services, or new projects, non-routine, emergencies) shall also be identified during these assessments.
- Evaluation should be done by monitoring strategy, Occupational Exposure Sampling Strategy Manual (173-1973).
- Evaluate the exposure of critical grades such as shunters, yard officials, tractor operators, and locomotive drivers to exhaust fumes in the cab, dust areas, exposure to commodities in wagons and tankers, and the environment of shunting, e.g., move into the shot blasting/ spray painting area
- Consider regulation applicable for specific activities, e.g., Asbestos, Lead, Silica.
- Provide practical recommendations and appropriate control measures, taking into consideration the hierarchy of controls.
- With regards to Ionising and Non-Ionising radiation, an AIA shall identify sources of radiation, i.e., Non-Ionising Radiation from welding activities, laser machines, and other sources.

Physical Stressors:

Illumination Competent person shall: -

- Measure the illumination level and compare it with statutory requirements as per environmental regulations for workplaces.
- Provide practical recommendations and appropriate control measures, taking into consideration the hierarchy of controls.
- Schematic drawing indicating workshop layout in comparison to sampling points to be included in the report.

Noise. An AIA shall: -

- Establish equivalent continuous rating level and noise rating limit from activities where the noise level is 85dB (A) or higher.
- Indicate all noise sources and area/zone on relevant maps and attach to the report.
- Take measurements at the approximate position of the employee's ear who receives the highest noise level as contemplated in the South African Code of Practice for the measurement and assessment of occupational noise for hearing conservation purposes, SANS 083-1983 (as amended).
- The measured level must be representative of an 8-hour work period.
- Provide practical recommendations and appropriate control measures, including noise zones, taking into consideration the hierarchy of controls, i.e., Elimination, Substitution, Engineering Control, Administrative control, and PPE as the last resort. Environmental noise that interferes with communication instructions, causes noise-induced fatigue, and has a detrimental impact on health and quality of life.

Thermal Conditions: An AIA shall: -

- Identify and evaluate thermal stressors by Environmental regulations for workplaces 1987 under OHS Act 85 of 1993, as well as environmental regulations (e.g., employees exposed to harsh environmental conditions in winter and summer and working outside during shift work when conducting patrol work, especially in the field, as well as walking). This task must be performed during both winter and summer months, as well as during night shift duties.
- Provide practical recommendations and appropriate control measures, taking into consideration the hierarchy of controls.

Ventilation and Indoor Air Quality. An AIA shall: -

- Measure air velocity to determine if the air breathed by employees does not endanger their health as determined by the Occupational Exposure Limit (OEL).
- Take into consideration the carbon dioxide, Carbon monoxide, Nitrogen dioxide, Sulphur dioxide, formaldehyde, and Soot content of the air in line with Regulation 5(c) of the Environmental Regulations for Workplaces.
- Measure ventilation and efficiency of extraction systems in the spray-painting booths, shot blast booths, and other similar systems.
- Apply best practices and legislative requirements.
- Provide practical recommendations and appropriate control measures, taking into consideration the hierarchy of controls
- Air monitoring specifically for employees working on the waste site.
- Are building materials or furnishings visibly moisture-damaged?
- Have building materials been wet for more than 48 hours?

- Are there existing moisture problems in the building?
- Are building occupants reporting musty or mouldy odours?
- Are building occupants reporting health problems that they think are related to mould in the indoor environment?
- Has the building been recently remodelled or has the building's use changed?
- Has routine maintenance been delayed or the maintenance plan been altered?

Biological Agent An AIA shall: -

- Identify sources of hazardous biological agents.
- Take swabs and analyse to test for possible bacterial growth.
- Provide practical recommendations and appropriate control measures

5. LEGAL REQUIREMENTS.

SANParks requires that Occupational Hygiene Surveys be carried out in line with the following, but not limited to, legal requirements:

- Occupational Health & Safety Act, 1993 (Act 85 of 1993) as amended and all applicable regulations incorporated under this Act
- Occupational Health and Safety Act, 1993 (Act 85 of 1993), Ergonomics Regulations, 2019.
- ISO 2631-1:1997 - Mechanical vibration and shock - Evaluation of human exposure to whole-body vibration Standard.
- All applicable South African National Standards (SANS) referred to in the Occupational Health and Safety Act, 1993 (Act 85 of 1993 as amended).
- Air Quality Act, 2004 (Act 39 of 2004)
- Air quality regulation: listed activities.
- SANParks policies, procedures, protocols, norms, and standards.
- Compensation for Occupational Injuries and Diseases Act, 1993 (Act 130 of 1993).
- International standards and best practices.
- Boiler Noise standard
- Boiler vibration standard.
- Occupational Health and Safety Act, 1993 (Act 85 of 1993), Asbestos abatement regulation, 2020.
- National Waste Act 59, 2008 (Act 59 of 2008): Part 8
- Aircraft standards (SANS 3000)
- Helicopter standards
- ISO 17025: Labourites

Legislative framework

- Occupational Health and Safety Act 85 of 1993 amended.
- ISO 13485 for calibration certificate on testing or hygiene equipment.
- Calibration standards are a documented set of requirements and guidelines that are used to guide calibration and ensure instruments are fit for purpose. Requirements for calibration are often part of much larger standards for quality management (e.g., ISO 9001).

6. REPORTING AND SUPERVISION

- The service provider will report to the OHS Manager and Occupational Health Unit of SANParks.
- Monthly meetings monitoring system.

7. MANDATORY REQUIREMENTS

All mandatory documentation must be submitted by the bidder together with the RFQ Terms of Reference document at the closing date and time of the RFQ. Failure to comply with the mandatory requirements will lead to the bidder being disqualified and not considered for further evaluation.

Proof thereof, a valid copy of registration, must be attached to the bid document.

- COIDA - Original certificate of good standing or proof of application issued by the Compensation Fund (COID) and attach a valid certificate.
- Be registered as an Approved Inspection Authority (AIA) and attach a valid certificate.
- Be certified by the Institute for Occupational Hygienists of Southern Africa (IOHSA) and attach a valid proof of membership
- Valid calibration certificate for the equipment that will be utilised to test illumination, ventilation, and air quality.
-

8. FUNCTIONALITY

SANParks promotes the concept of “best value” in the award of contracts, as opposed to merely looking for the cheapest price, which does not necessarily provide the best value. Best value incorporates the expertise, experience and technical proposal of the organisation and individuals who will be providing the service and the organisational capacity supporting the project team.

Bidders are required to demonstrate their ability to undertake the required services and provide proof of expertise and resources to provide the required services.

Bidders are required to score a minimum of **80** points out of a possible **100** to proceed to the second stage/phase of evaluation

Bid offers that fail to score the required number of points (**80**) for the functional requirements will be eliminated

No.	Minimum Technical Requirements	Points	Evidence required	Scoring methodology	
1.	Ability	40	Hygiene survey and health risk assessment, indicating the number of months or years. Appointment letter/ award letters. The bidders should ensure that the following information is captured on the appointment letters <ul style="list-style-type: none"> - specify the delivery service - Specify amount - Must be on client letterhead - Must bear a date - Must be signed 	40 Points =	4 years' experience and above
	Ability Company experience			30 Points =	2-3 years' experience
	Submit an appointment letter/award letter			10 Points =	1year experience
2.	Capacity	30	Experience – CV of Hygienists/ and human capital capacity, resources, qualifications, and expertise of personnel to be used for training and implementation.	30 Points =	5 years and above experience
	Personnel experience CV:			20 Points =	3 years – 4 experience
	Submit qualifications: Hygienist Degree or equivalent with registration of the Occupational Hygienists of Southern Africa membership			10 Points =	2 years' experience

				0 Points =	0-1 years' experience
3.	Proposal	30	A detailed project plan/method statement on how to conduct a hygiene survey and health risk assessment. Clearly outline the following:	30 Points =	90-100% project plan: Excellent
	Project plan		Timeline: minimum 2 weeks and above	20 Points	60 - 80% project plan: Good
	Outlining the project plan clearly until the end of the project, testing certificates, and producing a report.		Resources: Tools		
			Capacity: Number of employees	10 Points	50% and less project plan: Fair
			Report writing:		
Total Score 100					
Qualifying score 80					

9. DETAILED PRICING.

Item No.	Description of Work / Service	Unit	Qty	Unit Rate	VAT @15%	Total (ZAR)
1. General				R	R	R
1.1	Mobilisation & Project Setup (incl. liaison, kickoff meetings, logistics)	Lump Sum	1	R	R	R
1.2	Final Comprehensive Report (All Sections Combined)	Lump Sum	1	R	R	R
2. Occupational Hygiene Risk Assessment (All)				R	R	R
2.1	Occupational Hygiene Risk Assessment per Site (Camps/Posts/Substations)	Site	XX	R	R	R
2.2	Development of Occupational Hygiene Programme	Lump Sum	1	R	R	R
2.3	Formulation of Monitoring Plan	Lump Sum	1	R	R	R
3. Chemical Stressors				R	R	R
3.1	Air Quality Monitoring – Asbestos (5 locations)	Sample	5	R	R	R
3.2	HCS Risk Identification, Control Measures & Risk Register	Site	XX	R	R	R
3.3	Silica Dust Monitoring per Site	Site	XX	R	R	R
3.4	General Air Monitoring for Other HCS (e.g., vapours, gases, mists)	Site	XX	R	R	R
3.5	Monitoring for Exhaust Fumes Exposure (Critical Grades)	Site	XX	R	R	R
4. Physical Stressors				R	R	R
4.1	Thermal Stress Assessment (Summer & Winter, Day & Night)	Event	2	R	R	R
					TOTAL	R
					VAT @ 15%	R
					GRAND TOTAL	R

NB: (All prices are to include travel, accommodation, equipment, labor, reporting, and compliance costs. Use ZAR or your local currency as needed.)

Additional Add-ons/ Contingency Items.

Item No.	Description	Unit	Qty	Unit Rate		Total (ZAR)
C1	Additional Site Visit (Unplanned)	Per Visit	XX	R	R	R
C2	Extra Laboratory Analysis (per parameter)	Sample	XX	R	R	R
C3	Training Session for Staff on Hygiene Risks	Session	1	R	R	R

Instructions for Bidders/Contractors.

Prices should be VAT exclusive/inclusive as per requirement.

"XX" indicates the quantity based on Annexure A (number of sites/assets to be assessed).

Add additional lines if any other deliverables or regional cost adjustments are needed.

Include supporting documentation for how pricing was calculated (e.g., labor rates, equipment use, lab fees).

Note:

- All prices quoted must be inclusive of Value Added Tax (VAT). Prices must be submitted in South African Rand (ZAR). Bidders are required to ensure that their pricing must remain firm and valid for a period of 90 days, starting from the day after the closing date of this RFQ. SANParks reserves the right to engage in price negotiations with the recommended bidder prior to the finalization and signing of the contract.
- “For financial support through **interest-free** funding, please feel free to contact our funding partners Sanlam and I AM AN ENTREPRENEUR at <https://sanlamsanparks.co.za/> or 0783500768. They are here to assist you in optimising your business' financial strategies.”

4. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents)

During this verification phase, bid responses will be assessed to ensure full compliance with the RFQ requirements. Any bidder failing to meet the stipulated requirements shall be disqualified.

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of a written quotation on company letterhead
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate),

5. OTHER RETURNABLE DOCUMENTS

Valid B-BBEE status level contributor verification certificate by SANAS accredited institution OR valid sworn affidavit signed by the deponent and attested by Commissioner of Oaths or certified copies thereof OR valid B-BBEE affidavit issued by CIPC for verification of specific goals.

NB: Completing a Sworn Affidavit for BBBEE

The following information needs to be completed properly, if not the Sworn Affidavit will be rejected as invalid.

- Full name, surname, and identity number to be completed.
- Block to be drawn around “Member/Director/Owner”.
- Enterprise name needs to be written in full as well as the trading name (if applicable) otherwise “Not applicable”.
- The Company Registration and VAT number to be completed (if not registered for VAT please again write in full “not applicable”)
- The Companies physical address including the postal code to be inserted.
- Entity of the company correctly stated i.e., (Pty) Ltd, CC and Sole Prop Etc.

- All places that have the percentage sign – the percentage needs to be completed
- “Based on the Audited Financial Statements/ Financial Statements” your choice needs have a block around the correct reply, AND the date needs to be written in full indicating (DD/MM/YYYY) i.e.: 03 January 2021.
- The Levels 1/Level, 2/Level or Level/ 4 need to be ticked in the corresponding box,
- Last but very important at the bottom of the page “Deponent Signature” and “Commissioner of Oaths” must both be full signatures and dated on the same day at the same time in front of the Commissioner with the Commissioners stamp as well.

6. CENTRAL SUPPLIER DATABASE INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database).

7. EVALUATION CRITERIA AND WEIGHTING

Responses to the RFQ will be evaluated in two phases (Mandatory and price).

7.1. Phase 1: Mandatory Evaluation

Bidders must comply with the requirements set out in **Clause 6 (Mandatory Requirements)**. Failure to meet any mandatory requirement will result in disqualification, and the bidder will not be considered for further evaluation.

7.2. Phase 2: Price Evaluation

7.2.1. 80/20 preference point system will be applicable as the acquisition of goods and services is estimated to be less than the Rand value of R50 million.

Criteria	Points
Price	80
Specific Goals	20
Total points for Price and Specific Goals	100

7.2.2. 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 the bid under consideration

P_t = Rand value of bid under consideration

P_{\min} = Rand value of lowest acceptable bid

7.2.3. A maximum of 20 points is allocated to preference. Scoring preferences Points will be awarded to a bidder for attaining the B-BBEE Procurement Recognition status level in accordance with the table below: Specific Goals: Preference Points.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) To be completed by the organ of state
Enterprises with B-BBEE Procurement Recognition Level 1	10
Enterprises with B-BBEE Procurement Recognition Level 2	5
Enterprises with B-BBEE Procurement Recognition Level 3	3
Enterprises with B-BBEE Procurement Recognition Level 4	1
Enterprises with B-BBEE Procurement Recognition Level 5 and above	0
NB: Bidders with BEE level 5 to 8 can still tender but will not claim points for specific goals.	

Local suppliers adjacent to the Kruger National Park.	Number of points allocated (80/20 system) To be completed by the organ of state)
Local Suppliers adjacent to the KNP Gate:	
1km to 200km	10
201km to 299km	5
300km and above	1

8. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.

As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

9. TIMELINES

Upon appointment the service provider is expected to deliver the required service within 30 days or make arrangements. Failure to deliver SANParks reserve the right to cancel the Purchase Order.

10. FINANCIAL PAYMENT

Upon appointment the recommended service provider is expected to confirm that they will provide the service on the stipulated dates upon receiving a Purchase Order, failure to adhere to the above, SANParks reserve the right to cancel the issued Purchase Order.

Payment will be made in accordance with the PFMA (within 30 days of receipt of invoice) after delivery of service rendered or goods delivered.

11. FINAL AWARD

SANParks recommends the bidder who has quoted on all the items as required in terms of the RFQ for the contract award subject to the bidder having supplied the relevant administrative documentation and complied in all aspects with the terms and conditions as requirements of the RFQ.



SOUTH AFRICAN NATIONAL PARKS

BIDDER'S DISCLOSURE

SBD 4

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 ¹ in the enterprise, employed by the state?	YES	NO
		<input type="checkbox"/>	<input type="checkbox"/>

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

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
		<input type="checkbox"/>	<input type="checkbox"/>

2.2.1 If so, furnish particulars: _____

¹ 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.

2.3	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 consortium² 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 the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 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.

3.6 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 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.

3.7 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 the Bidder

This preference form must form part of all bids 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:
 - 1.1.1 the 80/20 system for requirements with a Rand value of up to R50,000,000.00 (all applicable taxes included); and
 - 1.1.2 the 90/10 system for requirements with a Rand value above R50,000,000.00 (all applicable taxes included).

1.2 To be completed by the organ of state

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

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:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and Specific Goals	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim 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:

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{Or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

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

3.2 FORMULAE FOR DISPOSAL OR LEASING OF STATTE ASSETS AND INCOME GENERATING PROCUREMENT

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$P_s = 80 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right) \quad \text{Or} \quad P_s = 90 \left(1 + \frac{P_t - P_{\max}}{P_{\max}} \right)$$

Where:

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\max} = Price of highest acceptable bid

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 (80/20 system) To be completed by the organ of state)	Number of points claimed (80/20 system)
Total Points: 10		
Enterprises with B-BBEE Procurement Recognition Level 1	10	
Enterprises with B-BBEE Procurement Recognition Level 2	5	
Enterprises with B-BBEE Procurement Recognition Level 3	3	
Enterprises with B-BBEE Procurement Recognition Level 4	1	
Enterprises with B-BBEE Procurement Recognition Level 5 and above	0	
Local suppliers adjacent to the Kruger National Park (Total Points:10)		
1km to 200km	10	
201km to 299km	5	
300km and above	1	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3 Name of Company / Firm:

4.4 Company Registration Number:

4.5 Type of Company / Firm (Tick applicable box)

Partnership / Joint Venture / Consortium

One-person business / sole propriety

Close corporation

Public Company

Personal Liability Company

(Pty) Limited

Non-Profit Company

State Owned Company

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:	_____
