

REQUEST FOR QUOTATION

Supplier Name:

GOODS

X

SERVICE

Request for Quotation Number	iLABS/RFQ 2023/24:56
Date Issued:	30 June 2023
Description of Services/ Goods:	Appointment of a panel of service providers for the supply and delivery of Personal Protective Equipment, Clothing, and Shoes for a 36-month period on an as and when needs basis to NRF/iThemba LABS, Old Faure Road Faure and TAMS, Gauteng.
Closing Date:	14 July 2023
Closing Time:	11:00 am
Delivery Address:	iThemba LABS, ATT: SCM Department, Old Faure Road, Faure, 7131
Submit RFQ to:	scm2@tlabs.ac.za
Date Goods or Service Required:	As and When Needed
For More Information (Technical):	Elizma van Zyl e.vanzyl@ilabs.nrf.ac.za Tel: 021 843 1377
For More Information (Supply Chain Management):	Khanyisa Maqwara scm2@tlabs.ac.za Tel: 021 843 1379

THE FOLLOWING CONDITIONS WILL APPLY:

- **Where quotations / proposals are R 2 000.00 or more, preferential Procurement System Applicable: 80/20**
- Price(s) quoted must be valid for at least sixty (60) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- **Submit your B - BBEE Certificate as accredited with SANAS or Sworn affidavit if you are claiming for Equity/ B - BBEE points, failing which, the B - BEEE claimed will be forfeited or zero points will be allocated.**
- Provide CSD Summary Report (www.csd.gov.za)
- The attached forms to be completed by the Bidder (where applicable):
 - SBD 4 – Declaration of Interest with Government
 - SBD 6.1 – Preference Points Claim (South African Companies Only)
- This request for formal quotation is subject to the Preferential Procurement Policy Framework Act and The Preferential Procurement Regulations, 2022, The General Conditions of Contract (GCC and, if applicable, any other special Conditions of Contract.

REGISTRATION ON THE CENTRAL SUPPLIER DATABASE (CSD):

The bidder must be on the National Treasury's Central Supplier Database in order to do business with the NRF and for the NRF to award a bid and sign the subsequent contract. Registration on the CSD (www.csd.gov.za) is compulsory and bids from unregistered bidders are not considered.

National Treasury Contact Details: +27 (0) 12 406 9222 or email csd.support@treasury.gov.za

SCHEDULE 1 - SPECIFICATION

Introduction to the NRF

The National Research Foundation ("NRF") is a juristic person established in terms of the National Research Foundation Act, Act 23 of 1998, and a Schedule 3A Public Entity in terms of the Public Finance Management Act. The NRF is the government's national agency responsible for promoting and supporting research and human capital development through funding researchers, provision of the National Research Platforms, and science outreach platforms/programs to the broader community. The NRF provides these services in all fields of science and technology, including natural science, engineering, social science, and humanities.

The NRF is a schedule 3A entity under the PFMA (Act 29 of 1999), which is required to plan and report on its activities and organizational performance, and which is to be audited by the AGSA on an annual basis. As part of the AGSA audit requirements, the NRF has to collect / document and store details, data and/or information of all persons and activities that form part of its performance record as proof thereof. In terms of this requirement, all persons making use of NRF facilities, platforms, equipment, tools etc., for research and related purposes are required to provide their personal details/data/information as per the template below or other similarly appropriate format. By completing your information in the template/register/record below and appending your signature thereto, you confirm your consent, in line with the Protection of Personal Information Act 4 of 2013, whereby the NRF and any of its business units may process (collect, receive, record, organize, collate, share, store, update, modify, retrieve, alter, consult, use, disseminate, distribute, merge, link, erase or destroy) the personal information you provide within and amongst its business units/functions for the purpose of fulfilling its statutory mandate, public accountability and other regulatory/legal requirements.

Introduction to the Business Unit responsible for this RFQ

iThemba LABS (Laboratory for Accelerator-Based Sciences) is a multi-disciplinary research laboratory based at two sites in the Western Cape and Gauteng respectively, these provide facilities for:

- Basic and applied nuclear physics research using particle beams
- Research Radiation Biophysics
- The supply of accelerator-produced radioactive isotopes for nuclear medicine and research

Evaluation Process

- Evaluation of proposals:

All proposals will be evaluated by Supply Chain Management for administrative compliance, functionality, price and B-BBEE. Based on the results of the evaluation process and upon successful negotiations, iThemba LABS will approve the awarding of the contract to successful bidder.

- Preference points system:

The 80/20 preference point system will be used where 80 points will be dedicated to price and 20 points to B-BBEE status. If all bids received are more than R 1 000 000.00, the proposal will be cancelled and re-issued.

Supplier Response

Name of Supplier:	
Address of Supplier:	
Contact Person:	
Contact Tel:	
Email Address:	
CSD Supplier Number:	MAAA.....
Lead Time for delivery	
Currency:	ZAR
Payment terms:	30 days from the date of receiving invoice

<u>Administrative Compliance Returnable Documents</u> (M – Mandatory); (O – Optional)	Submitted	
Bidders Disclosure (SBD 4), signed and completed.	M	☐ Yes ☐ No
Preference Points Claimed (SBD 6.1), signed and completed with BBBEE certificate or sworn affidavit (applicable for local bidders).	O	☐ Yes ☐ No
Pricing schedule completed	M	☐ Yes ☐ No
<u>Functional Evaluation Returnable Documents</u> ^{a,b}		
Proof of product range offered either in catalogue or website format.	M	☐ Yes ☐ No
Declaration of fitting/sampling arrangements or procedures	M	☐ Yes ☐ No
Declaration of average lead time for delivery	M	☐ Yes ☐ No
Proof of address of closest office to iThemba LABS, Cape Town	M	☐ Yes ☐ No

^a Please refer to functional evaluation scoring grid on page 12.

^b Suppliers must achieve a minimum functionality score of 60% in order to move to the next phase of evaluation

Reference Letters maybe required during the evaluation

Sample of Declaration content required:

DECLARATION OF FITTING/SAMPLING ARRANGEMENTS OR PROCEDURES:
Venue options for fitting:
Other options:
Additional costs:
DECLARATION OF AVERAGE LEAD TIME FOR DELIVERY:
Branded clothing:
Other clothing:
Shoes
PPE other

SPECIFICATIONS:

1. Intent

Appointment of a panel of service providers for the supply and delivery of Personal Protective Equipment, Clothing, and Shoes for a 36-month period on an as and when needs basis to NRF|iThemba LABS, Old Faure Road Faure and TAMS Gauteng.

The departments requiring personal protective equipment, clothing and shoes under this contract:

- Housekeeping
- Food service
- Security
- Radiation decontamination
- Electrical and mechanical, workshops
- Maintenance and site services
- Administration

2. Compliance with National Legislation and Standards

The successful bidder must, in performance of work under this contract, fully comply with all applicable legislation (Acts and their regulations) and South African National Standards (SANS).

2. Specifications and Physical Requirements

- 2.1. Bidders to state their conformance to specifications in table 1.1. by indicating yes/no - this is compulsory.
- 2.2. Bidders who do not comply will be non-complaint and may be disqualified from this evaluation process.

Table 1.1: Specifications for Mandatory Physical Requirements

	MANDATORY TECHNICAL REQUIREMENTS TO BE MET		
A	PRODUCT RANGE		
1	Product specifications and estimated amounts required over a 36-month period are described in Pricing the pricing schedule. The quantities listed herein are estimates only and are not intended to commit iThemba LABS to purchase any specific quantity.	YES ☐	NO ☐
2	It is not mandatory for the Service Provider to quote on all items in the Pricing Schedule, hence the appointment of a panel of service providers. Supplier may indicate not stocked/supplied "NS" in the applicable lines.	YES ☐	NO ☐
3	The Successful Service Provider must provide its catalogue (hard or soft copy) and/or a website reference where product ranges can be reviewed.	YES ☐	NO ☐
4	There is no local content threshold, but iThemba LABS aims to support proudly South African as far as practicably possible.	YES ☐	NO ☐
B	FITTING, SIZE AND STYLE SELECTION PROCEDURE		
1	Size and style selection will be done upon fitting and ordering. (If applicable)	YES ☐	NO ☐
2	Fabric selection, will be determined upon fitting and ordering. (If applicable)	YES ☐	NO ☐
3	Service provider must submit a declaration explaining the arrangements or procedures followed for fitting to determine size and style selection per employee.	YES ☐	NO ☐
4	Service provider must submit a declaration estimating the average lead time	YES ☐	NO ☐
5	Official order will be issued after obtaining a market related quotation from a panel member as per size, style and fabric selections.	YES ☐	NO ☐
B	BRANDING OF SELECTED ITEMS		

	MANDATORY TECHNICAL REQUIREMENTS TO BE MET		
1	The Successful Service Provider must be able to brand (or sub-contract branding) of selected clothing items with the official NRF/iThemba LABS branding (Specification will be provided by iThemba LABS).	YES ☐	NO ☐
C	FABRIC SPECIFICATIONS		
1	Fabric characteristics. The style, utility, durability and product production characteristics must be appropriate and yield appealing, comfortable and durable clothing. The style characteristics of the fabric selection must offer emotional and feel appeal. Utility characteristics must provide a professional and comfortable fit while wearing of the garments in the intended working environment. These utility characteristics must include colour-fastness, crease-resistance, crock-resistance, dimensional stability, anti-piling, anti- shrinkage, anti-snap and anti-static properties during the utilization/ wearing of the clothing. Durability characteristics of the fabric must have the capacity to maintain style and utility characteristics during the wearing of the garment. This includes the strength of the fabric which can withstand daily wash and wear and fire-resistance where relevant. Fabrics may be cotton, polyester, viscose, crepe or blends with different thickness and weave that may yield these properties as required by the applicable working environment and/or safety requirements.	YES ☐	NO ☐
D	SHOE SPECIFICATIONS		
1	The successful service provider must be able to fulfil the shoe order within 2 to 4 weeks of placement of order and clothing within 6 – 8 weeks from placement of the order <u>or as mutually agreed upon</u> between iThemba LABS and the successful service providers.	YES ☐	NO ☐
E	PURCHASE AGREEMENT PRICING MODEL AND ORDERING PROCEDURE		
1	The contract award will be split according to the appointed panel of service providers.	YES ☐	NO ☐
2	The successful bidder will be issued with a Purchase Contract (SBD7.1) from iThemba LABS as confirmation of the award. An official purchase order will only be issued as their notice to proceed with supply and delivery as and when needed.	YES ☐	NO ☐
3	Pricing returned in this RFQ is not fixed, but market related. Quotations will be requested on an “as and when required basis”. IThemba LABS will only accept market related pricing. Quotations will be tested against pricing of other appointed panel members and suppliers in the market to check whether unit pricing are within market price range for the duration of the contract.	YES ☐	NO ☐
4	An official order will be raised via email by the end-user or a supply chain official for the duration of the agreement.	YES ☐	NO ☐
5	The quantities listed herein are estimates only and are not intended to commit iThemba LABS to purchase any specific quantity.	YES ☐	NO ☐

2. Pricing and Specification Schedule

The estimated total amount (per unit of measure) are for estimation of contract value purposes only.

PRICING MODEL: **Pricing are NOT firm or fixed.** Pricing presented will be used for comparative analysis and estimation of contract value. Quotations will be requested for placing of orders as and when needed for the duration of the agreement. IThemba LABS will only accept market related pricing. Quotations will be tested against pricing of other appointed panel members and suppliers in the market to check whether unit pricing are within market price range for the duration of the contract.

Supplier Specifications OR EQUIVALENT	Supplier style description	Estimated Quantity over 36 month period	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Ladies Pants: Easy Fit, Flat Front, Pull-On Partly Elasticated Pants with Mock Fly and Pockets.		40		
Ladies Tailored Pants. Straight Leg. Front Fly.		40		
Ladies Chef Baggy Pants.		5		
Ladies Denim Pants: Regular Rise, Straight Legs.		40		
Ladies Skirt Unlined, Partly Elasticated, 65/75cm Standard Length.		15		
Ladies Blouse Basic $\frac{3}{4}$ Sleeve, Button Through, Relaxed Fit.		20		
Ladies Blouse Basic Short Sleeve, Button Through, Relaxed Fit.		20		
Ladies Blouse Basic Long Sleeve, Button Through, Relaxed Fit.		20		
Ladies Chef Jacket: Short Sleeve, Button Front, Front Pockets, Side Slits, Hidden Pen Pocket.		5		
Ladies Chef Jacket: Long Sleeve, Button Front, Front Pockets, Side Slits, Hidden Pen Pocket.		5		
Ladies Tunic Top/ Scrub Top: Front Pockets, Side Slits. Two Colored with Piping or Contrast.		10		
Ladies Denim Shirt. Regular Fit. Long Sleeve. 100% Cotton		3		
Ladies Golfer Shirt. Short Sleeve. Cotton Blend.		40		
Ladies Golfer Shirt. Long Sleeve. Cotton Blend.		2		
Ladies T-Shirt. Cotton Blend. Round Neck. Short Sleeve.		40		
Ladies T-Shirt. Cotton Blend. Round Neck, Cuffed. Long Sleeve.		40		
Ladies Dress: Unlined, Knee Length, Short Sleeve.		15		
Ladies Jacket: Classic Fit, Long Sleeve, Lined with Pockets And At Least One Button, Length Below Hip.		2		
Ladies Fleece Jacket/ Body Warmer: Long Sleeves, Zip Front.		40		

Supplier Specifications OR EQUIVALENT	Supplier style description	Estimated Quantity over 36 month period	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Ladies Body Warmer: Sleeveless, Zip Front.		40		
Ladies Cardigan: Classic, Hip Length, Long Sleeve, Buttons Front.		40		
Ladies Winter Jacket, Fleece Lined, With Hoodie, Pockets, Zip. Parka, Harrington, Bomber Type.		40		
Ladies Coverall Apron/ Pinafore- Front and Back with Side Tie/Button- No Pockets –One Size Fit All – 100% Cotton.		12		
Chef Apron with Bib and Front Pocket. 100% Cotton.		12		
Chef Beanie Hat. Cotton Blend.		12		
Chef Neck Tie. Cotton Blend.		12		
Ladies Slip-On Closed Leather Shoes.		15		
Ladies Lace-Up Closed Leather Safety Shoes.		15		
Ladies Safety/ Chef/ Theatre Clog.		10		
Men's Denim Pants: Regular Fit.		30		
Men's Chef Baggy Pants.		4		
Men's Chino Trousers: Flat Front.		30		
Men's T-Shirt. Cotton Blend. Round Neck. Short Sleeve.		30		
Men's T-Shirt. Cotton Blend. Round Neck, Cuffed. Long Sleeve.		30		
Men's Golfer Shirt. Classic Fit. Cotton Blend. Short Sleeve.		30		
Men's Golfer Shirt. Classic Fit. Cotton Blend. Long Sleeve.		3		
Men's Chefs Jacket: Short Sleeve, Button Front, Collar, Hidden Pen Pocket.		4		
Men's Chefs Jacket: Long Sleeve, Button Front, Collar, Hidden Pen Pocket.		4		
Men's Tunic/ Scrub Top Short Sleeve, Front Pockets. Two Color.		2		
Men's Lounge Shirt. Classic Fit, Short Sleeve.		30		
Men's Lounge Shirt. Classic Fit, Long Sleeve.		15		
Men's Denim Shirt. Long Sleeve. 100 % cotton		5		
Men's Fleece or Soft-Shell Jacket Long Sleeves, Zip Front.		30		

Supplier Specifications OR EQUIVALENT	Supplier style description	Estimated Quantity over 36 month period	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Men's Body Warmer: Sleeveless, Zip Front.		15		
Men's Jersey, V-Neck Knitted, Sleeveless.		15		
Men's Sweatshirt, Knitted, Long Sleeve.		15		
Men's Winter Jacket, Fleece Lined, With Hoodie, Pockets, Zip. Parka, Harrington, Bomber Type.		30		
Unisex Winter Cap/ Beanie.		15		
Unisex Summer Cap.		15		
Men's Leather Slip on Safety Boot. Chelsea Style		5		
Men's Lace-Up Safety Boot. Ankle Height, Non- Slip, Acid Resistant, Steel Toe Cap.		15		
Men's Lace-Up Dress Shoe, Black.		8		
Men's Safety/ Chef/ Theatre Clog.		4		
Men's Lace Up Leather Shoe. Chukka Type.		4		
Socks. Cotton Rich (Min 85%), Extra Thick Support Along Heel, Sole and Toes.		60		
Unisex Overalls. Two-Piece. Navy.		10		
Freezer Suit One Piece, Double Lining.		3		
Safety Work 15 Cal Arc Suit. Two Piece. Dromax- or equivalent: Continental Suit, J54 – 100% Cotton. Fully Triple Stitched Garment, Elastic Cuffs, Protection in Event of Flash Fire and Accidental Chemical Spillage. Suitable for Use in Maintenance, Repairs & Installations		60		
Unisex Dustcoat. Navy.		10		
Flame and Acid Conti Suits. SABS. Navy. .		10		
Reflective Vests. Dromex- or equivalent: Dh 125gr Lime Reflective Vests		60		
Gumboots. Black. Wet Surface Grip, Knee- Length.		6		
Safety Boots From Rebel Crazy Horse Boot Range. Or equivalent: Light Industrial Shoe, Oxford Mesh and Leather Material, 200J Steel Toe, Anti-Static, Electrostatic Discharge, Microfiber, Oil Resistant, Shock Absorbent, Slip Resistant.		60		
Dust Mask FF2. .		50		

Supplier Specifications OR EQUIVALENT	Supplier style description	Estimated Quantity over 36 month period	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Respiratory Protection 3M. Cartridges & Filters, Type to Protect from Organic Vapors (Filters with Brown Band), Pre- Filter, Suitable for Use Against Organic Vapors Including Painting and Other Applications where Organic Vapors are Present.		50		
Safety Glasses – Spoggle. Dromex- or equivalent: Dv-326b-Af		60		
Nitriflex Work Gloves. Dromex -or equivalent: High Abrasion, Strong Oil Resistance, Super Grip, Softer Touch, Flexible. Suitable for Indoor and Outdoor Work and Assembly Work Indoor and Outdoor.		300		
Impact Gloves. Dromex-or equivalent: Impact Resistant, Multi-Function, Anti- Vibration.		50		
Gloves. PVC Elbow & Shoulder, Liquid and Solvent Protection E.G. Chemical, Excellent Abrasion, Cut and Puncture.		50		
Freezer Gloves. Ribbed Cuff.		4		
Embroidery of NRF Ithemba LABS Logo on Selected Items. Please Quote per Unit.	 	300		
Screen-Printing of NRF Ithemba LABS Logo on Selected Items. Please Quote per Unit.	 	100		
Delivery Charge to NRF Ithemba LABS, Old Faure Road Faure		10		
Delivery Charge to NRF Ithemba LABS TAMS, Gauteng		10		
Costs Related to Provision of Samples for Fitting?				
TOTAL (VAT INCLUSIVE)				

3. Evaluation criteria: functionality

Responsive bids will firstly be evaluated on functionality. The minimum score for functionality is 60% and a bidder who scores below this minimum will be disqualified automatically from further evaluations.

Competence Criterion	Key Aspects of Criterion	Points Allocation		Total Points
Capacity to deliver required service	Proof of product range on offer presented in catalogue and website format.	No submission	0	
		Submission of hard copy or soft copy catalogue.	15	
		Submission of either catalogue and website reference	30	
	Declaration of fitting/sampling arrangements or procedures	No declaration submitted	0	
		Additional costs to be incurred with sampling/ fitting procedure	10	
		Declaration refers to providing temporary samples for fitting at no additional cost on site of iThemba LABS Cape Town	30	
		Declaration refers to a local (within 100 km of iThemba LABS Cape Town) showroom or local office where samples can be fitted.	30	
	Declaration of average lead time for delivery	No submission	0	
		Average lead time for delivery exceeds eight weeks	15	
		Average lead time are within 8 weeks	20	
Bidders locality	Proof of address – distance of service provider's offices to NRF/iThemba LABS Cape Town	No submission	0	
		Outside 100km	15	
		Within 100km	20	
Total				100

STANDARD BIDDING DOCUMENT (SBD) 4

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 interest¹ 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

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.

2.2 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 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.
- 3.4 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.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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.

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

STANDARD BIDDING DOCUMENT (SBD) 6.1

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**

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 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:

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = 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:

80/20

or

90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

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 (B-BBEE Status Level of Contributor)	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)
1	10	20			
2	9	18			
3	6	14			
4	5	12			
5	4	8			
6	3	6			
7	2	4			
8	1	2			
Non-compliant contributor	0	0			

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:	
	
	
	

Note: It is advised that documents be returned in PDF