



REQUEST FOR QUOTATION (RFQ)

RFQ NO: 065/2025/CSO/STANDS/RFQ

**APPOINTMENT OF A SERVICE PROVIDER TO SOURCE SPACE, DESIGN,
BUILD AND SET UP EXHIBITION STANDS FOR TCTA AT THE AWSISA
AFRICA & GLOBAL SOUTH WATER & SANITATION DIALOGUE**

DESCRIPTION:	Appointment of a service provider to source space, design, build and set up exhibition stands for TCTA at the AWSISA Africa & Global South Water & Sanitation Dialogue
DURATION:	60 Days
PROPOSED BID PROCESS:	RFQ
DIVISION UNIT:	Communication and Stakeholders
ISSUE DATE:	2 October 2025
CLARIFICATIONS DEADLINE:	8 October 2025 @ 15:00 p.m.
CLOSING DATE:	13 October 2025 @ 11:00 a.m.
RFQ VALIDITY PERIOD	30 Days (from RFQ closing date)
SUBMISSION OF PROPOSALS:	tenders07@tcta.co.za
ENQUIRIES	tenders07@tcta.co.za

BACKGROUND

The AWSISA Africa & Global South Water & Sanitation Dialogue is a new yet significant platform in the sector. It convenes African and global leaders, policymakers, funders, practitioners and innovators to explore practical solutions to the continent’s water and sanitation challenges. The Dialogue’s programme will include exhibitions, high-level panel discussions, technical sessions and networking opportunities. Its objective is to promote collaboration across sectors, mobilise investment and support the acceleration of Sustainable Development Goal 6 on water and sanitation, as well as Africa’s Agenda 2063.

For South Africa, the Dialogue presents an opportunity to showcase leadership in water resource management, infrastructure financing and regional cooperation. TCTA is a member of AWSISA and acts as an implementing agent of strategic bulk raw water infrastructure for the South African government. It is uniquely positioned to profile its institutional model and track record to both domestic and international stakeholders.

As a benefit of its AWSISA membership, TCTA has been allocated a complimentary 3m x 3m exhibition stand. This year, TCTA will partner with the Lesotho Highlands Water Project (LHWP). Under this arrangement, the two entities will combine stands to secure a consolidated 18 sqm (6m x 3m) exhibition space. This is achieved by integrating TCTA's complementary 3m x 3m stand with an additional 3m x 3m stand procured by LHWP.

To present a unified and professional front, TCTA is looking for a service provider to build a custom stand design. This integrated platform will cohesively incorporate the branding of both institutions and effectively highlight their collaborative contribution to regional water security and infrastructure development. The expanded footprint will significantly enhance visibility, facilitate more substantive stakeholder engagement and provide a superior platform for showcasing TCTA's portfolio of work and achievements.

The free standard exhibition package includes the following provisions:

- Full access to the designated exhibition space.
- Branding opportunities, including a fascia board displaying the organisation's name.
- Shell scheme structure, carpeting, a 15-amp electrical connection, fluorescent lighting, routine stand cleaning, and on-site security services.

To ensure a presentation that meets the highest professional standards and perfectly aligns with the organisation's brand, TCTA will develop a custom, branded stand, in addition to the standard features.

The event details are as follows:

Event: AWSISA Africa & Global South Water & Sanitation Dialogue 2025.

Date: 9 to 12 November 2025

Venue: Emperors Palace, Johannesburg

Setup: 08 November 2025

Breakdown: 12 November 2025

SCOPE OF WORK

DETAILED DESCRIPTION OF GOODS/SERVICES

TCTA is looking to appoint a service provider to source space, design, build, and set up exhibition stands for the AWSISA Africa & Global South Water & Sanitation Dialogue 2025 as well source corporate branded gifts for handout.

AWSISA Africa & Global South Water & Sanitation Dialogue 2025

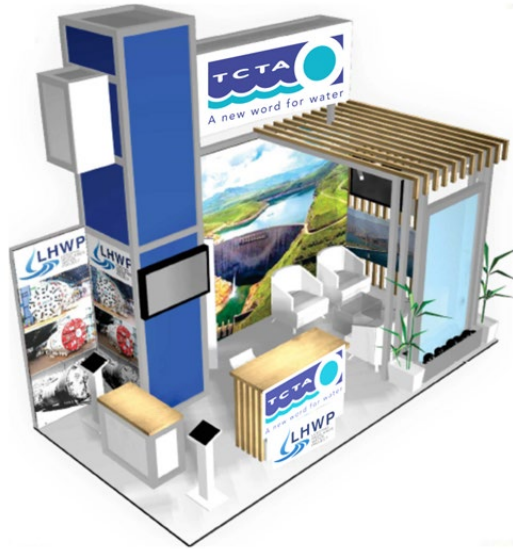
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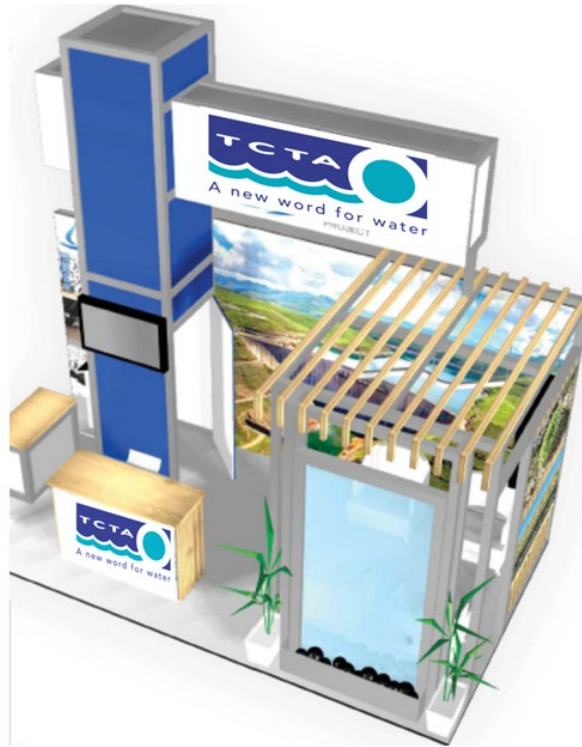
Breakdown: 12 November 2025

Quantity	Item	Description
1	Exhibition space	TCTA has secured the space for the exhibition as the event is for a closed audience.
1	Stand Structure	Main Stand Structure as per design



1 x Lockable Reception Counter as per design
 Fabric Extrusion/Fabric Frame with Corner Blocks - Aluminium
 2 x wall-mounted brochure display units for A4 and A3 brochures

1	Health and Safety	Stand Cleaning - Pre-Clean Prior to Handover EMS approval Structural Engineer Certificate Safety Line
1	Water Feature & Plant Hire	1 x Wall Water Feature branded TCTA and LHWP 2 x Full pot plants for either side of the water feature
1	Construction/Custom	Consumables - Adhesives, fixtures, ironmongery, wrapping, cam locks, sharpening, etc Timber SAP SABS 50mmx76mm 3.6m - Raw Finish Timber Sap SABS 38mmx38mm 6.6m - Raw Finish 3mm Foam Board - Sheet 15mm Pine Ply Board - 8x4 - Sheet - Clear Spray Finish 16mm White Melamine - 12x6 - Sheet 16mm Edging - 2mm Impact - Solid Colour



1	Electrical	<p>LED Long Arm Spotlight 30w LED Flood Light 15-amp 220v Standard Plug Point LED Tube Light DB Board LED Wave Pendant - Warm White</p>
1	Audio & Visual	<p>1 x 40 - 42" Screen that can play videos via USB or online 1 x Wall Mount TV Bracket 1 x iPad with Kiosk Stand</p>
1	Furniture on Hire	<p>4 x Waterfall Bar Stool 3 x Tub Chair - White 1 x Coffee Table - Bent Glass</p>
1	Graphics	<p>TCTA will provide graphics; service provider must supply size charts for each design. Full Colour Vinyl Prints Vinyl Print and Mount - D, G & H Full Colour Fabric Banner Prints incl. chonking Fabric Banner Prints - A, B, C, E, & F</p>
1	Flooring	<p>18sqm flooring 16mm Substrate - Ribs 16mm Melamine Flooring 16mm White Melamine - 12x6 – Sheet Edging Exhibition Aluminium Edging Caution tape and signage on the steps of the flooring</p>

1	Labour and Transport	Transport - Stand - To and From Site Transport - Crew - To and From Site Labour - Build-up and Breakdown
150	Earbuds	Material: ABS Size: Case - 4.5cm (l) x 4.5cm (w) x 2cm (h) Branding: Direct to Print, Pad Print 
150	Blue Stainless Steel Vacuum Mug	Material: Food-Grade Stainless Steel, PP & Silicone Size: 26cm (h) x 10cm (d) Capacity: 1.2L Branding Options: Laser Engraving, Pad Print, Screen Wrap 1 Colour, 1 Position Screen Wrap 

COMPANY EXPERIENCE REQUIRED

Bidders must have designed, built, and set up at least five (5) exhibition stands for corporate, government, or institutional clients in the last 5 years. **They must also submit five (5) signed reference letters specifically about the provision of designing and building exhibition stands for corporate, government, or institutional clients.**

A portfolio showcasing previous work, including examples of stands designed for large-scale conferences, trade shows, or industry-specific events.

PERSONNEL EXPERIENCE REQUIRED

Bidders must manage all personnel assigned to the project.

DELIVERABLES

Bidders will be required to provide the following to TCTA.

AWSISA Africa & Global South Water & Sanitation Dialogue 2025

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Exhibition space

- TCTA has secured the space for the exhibition as the event is for a closed audience.

Stand Structure

- Main Stand Structure as per design
- 1 x Lockable Reception Counter as per design
- Fabric Extrusion/Fabric Frame with Corner Blocks -Aluminium
- 2 x wall-mounted brochure display units for A4 and A3 brochures

Health and Safety

- Stand Cleaning - Pre-Clean Prior to Handover
- EMS approval
- Structural Engineer Certificate
- Safety Line

Water Feature & Plant Hire

- 1 x Wall Water Feature branded TCTA and LHWP
- 2 x Full pot plants for either side of the water feature

Construction/Custom

- Consumables - Adhesives, fixtures, ironmongery, wrapping, cam locks, sharpening, etc
- Timber SAP SABS 50mmx76mm 3.6m - Raw Finish
- Timber Sap SABS 38mmx38mm 6.6m - Raw Finish
- 3mm Foam Board - Sheet
- 15mm Pine Ply Board - 8x4 - Sheet - Clear Spray Finish
- 16mm White Melamine - 12x6 - Sheet
- 16mm Edging - 2mm Impact - Solid Colour

Electrical

- LED Long Arm Spotlight
- 30w LED Flood Light
- 15-amp 220v Standard Plug Point
- LED Tube Light
- DB Board
- LED Wave Pendant - Warm White

Audio & Visual

- 1 x 40 - 42" Screen that can play videos via USB or online
- 1 x Wall Mount TV Bracket
- 1 x iPad with Kiosk Stand

Furniture on Hire

- 4 x Waterfall Bar Stool
- 3 x Tub Chair - White
- 1 x Coffee Table - Bent Glass

Graphics

- TCTA will provide graphics; service provider must supply size charts for each design.
- Full Colour Vinyl Prints
- Vinyl Print and Mount - D, G & H
- Full Colour Fabric Banner Prints incl. chonking
- Fabric Banner Prints - A, B, C, E, & F

Flooring

- 18sqm flooring
- 16mm Substrate - Ribs
- 16mm Melamine Flooring
- 16mm White Melamine - 12x6 – Sheet Edging
- Exhibition Aluminium Edging
- Caution tape and signage on the steps of the flooring

Labour and Transport

- Transport - Stand - To and From Site
- Transport - Crew - To and From Site
- Labour - Build-up and Breakdown

Corporate Branding

- 150 x Earbuds
 - o Material: ABS
 - o Size: Case - 4.5cm (l) x 4.5cm (w) x 2cm (h)
 - o Branding: Direct to Print, Pad Print
- 150 x Blue Stainless Steel Vacuum Mug
 - o Material: Food-Grade Stainless Steel, PP & Silicone
 - o Size: 26cm (h) x 10cm (d)
 - o Capacity: 1.2L
 - o Branding: Laser Engraving
 - o 1 Colour, 1 Position Screen Wrap

RETURNABLES

BIDDERS WHO FAIL TO SUBMIT ANY MANDATORY REQUIREMENTS WILL NOT BE CONSIDERED FOR FURTHER EVALUATION.

MANDATORY

Company Experience Required

Bidders must submit **at least five (5) signed PDF reference letters** indicating exhibition stands they

NON-MANDATORY

SARS Tax Compliance Tax Pin. Bidders to populate their Tax Compliance Status Pin on SBD 1 and provide the letter of authority

have designed, built, and set up in the last 5 years. These reference letters must specifically pertain to the designing and building of exhibition stands for corporate, government, or institutional clients.	or board resolution for the authorised representative.
An Itemised pricing schedule that covers all scope of work	SCM Bidding Forms: SBD1, SBD 4 & SBD 6.1 must be fully completed and signed.
A portfolio showcasing previous exhibitions built	A valid BBBEE Certificate issued by a Verification Agency Accredited by SANAS, or a Sworn Affidavit for EME and QSE. Consolidated BBBEE for Joint Venture tenderers issued by Agency Accredited by SANAS, or a Sworn Affidavit for EME and QSE (Refer to Annexure E and F). Bidders must complete one of the Sworn Affidavit applicable to their company (EME/QSE). No points will be awarded if the bidders' Sworn Affidavit does not comply with the minimum requirements for Valid Sworn Affidavits outlined in ANNEXURE A.
	CSD Registration Report

FUNCTIONAL CRITERIA

Bidders must obtain a minimum of 50 points out of 100 points to qualify for evaluation on Price and Specific Goals. Bidders that score less than 50 points for functionality will be disqualified at this stage.

CRITERIA	FUNCTIONAL CRITERIA	POINTS
Company Experience	<p>Service providers must have designed, built, and set up five (5) exhibition stands in the last 5 years. Bidders must submit five (5) signed reference letters for the completed exhibition design, build and setup, on the client's letterhead, with contactable persons.</p> <ul style="list-style-type: none"> • ≥ 6 exhibition stands built with 6 reference letters = 100 points • 5 exhibition stands built with 5 reference letters = 50 points • 4 exhibition stands built with 4 reference letters = 0 	100
TOTAL POINTS = 100		

SPECIFIC GOALS

The below table will be used to calculate the score out of 20 for preference points: -

CRITERIA OF SPECIFIC GOALS	METHOD OF EVALUATION	POINTS ALLOCATED
Promotion of Black Ownership	Points will be awarded as follows: <ul style="list-style-type: none"> • 0 - 49% Black Owned = 0 Points • 50 - 100% Black Owned = 10 Points 	10 Points
Promotion of Black Women Ownership	Points will be awarded as follows: <ul style="list-style-type: none"> • 0 - 49% Black Women Owned = 0 Points • 50 - 100% Black Women Owned = 10 Points 	10 Points
Total		20 Points

Any bidder who fails to meet the specific goals will not be disqualified from the process and will score 0 for Specific Goals. NB - Bidders must submit valid certified copies of their B-BBEE Certificates/Sworn Affidavits which stipulates their ownership percentages to claim preference points. Furthermore, no points will be awarded if the bidders' Sworn Affidavit does not comply with the requirements outlined in ANNEXURE A. Where a B-BBEE Certificate is issued by a withdrawn verification agency, no points will be awarded as the B-BBEE Certificate will be deemed invalid.

Preferential Points Calculation - The weighting of the Preferential points calculation is as follows:

Price = 80
 Specific Goals = 20
 Total Score = 100

TERMS AND CONDITIONS

TCTA'S Standard Conditions of Bid shall apply to this bid. TCTA reserves the right to cancel or not to award this bid in accordance with its standard Conditions of Bid.

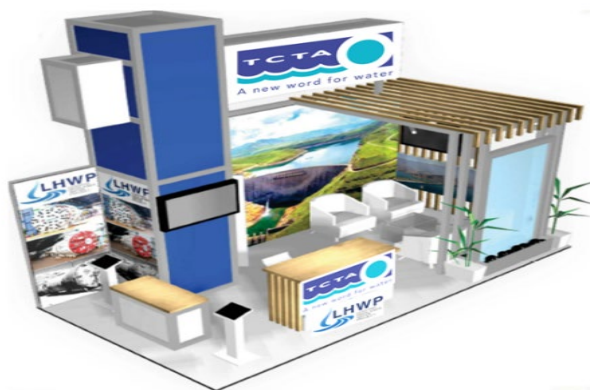
ANNEXURES

A	B-BBBEE SWORN AFFIDAVIT REQUIREMENTS FOR EME AND QSE
B	SBD 1 – INVITATION TO BID
C	SBD 4 – BIDDERS DISCLOSURE
D	SBD 6.1 – IN TERMS OF PPR 2022
E	SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE
F	SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE
G	PROPOSED DESIGN

PRICING SCHEDULE

APPOINTMENT OF A SERVICE PROVIDER TO SOURCE SPACE, DESIGN, BUILD AND SET UP EXHIBITION STANDS FOR TCTA AT THE AWSISA AFRICA & GLOBAL SOUTH WATER & SANITATION DIALOGUE.

The price must be reflected, excluding and including VAT
 Bidders must quote as per the design image provided, Refer to **ANNEXURE G** for full image.
 All-inclusive prices must be given.



AWSISA Africa & Global South Water & Sanitation Dialogue 2025

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Total excl. VAT			
VAT@15%			
Total incl. VAT			

NB:

Bidders are required to submit a comprehensive financial proposal in line with the deliverables.

TCTA will evaluate all Bid Submissions according to the Preferential Procurement Policy Framework Act, No.5 of 2000 (PPPFA).

If the price offered by the highest scoring bidder is not market-related, TCTA reserves the right not to award to that bidder in terms of its Procurement policies.

Price must be reflected Excluding and Including VAT.

All prices must include disbursements.

Prices must be firm and unconditional. Bids with conditional prices will not be acceptable and will be treated as such.

ANNEXURE A: B-BBEE SWORN AFFIDAVIT REQUIREMENTS FOR EME AND QSE

The following information is required for the Sworn Affidavits to be valid: -

1. Name/s of deponent as they appear in the identity document and the identity number;
2. Designation of the deponent as either the director, owner or member must be indicated in order to know that person is duly authorised to depose of an affidavit;
3. Name of enterprise as per enterprise registration documents issued by the CIPC, where applicable, and enterprise business address.;
4. Percentage of black ownership, black female ownership and designated group. In the case of specialised enterprises as per Statement 004, the percentage of black beneficiaries must be reflected;
5. Indicate total revenue for the latest financial year and whether it is based on audited financial statements or management accounts;
6. Full financial year end as per the enterprise's registration documents, which was used to determine the total revenue. Example 28 February 2022;
7. B-BBEE Status level. An enterprise can only have one status level;
8. Nature of business;
9. VAT Number;
10. Date deponent signed and date of Commissioner of Oath must be the same;
11. Commissioner of Oath cannot be an employee or ex officio of the enterprise because, a person cannot by law, commission a sworn affidavit in which they have an interest;
12. Correct Sector Codes Affidavit to be used.

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)

BID NUMBER:	065/2025/CSO/STANDS/RFQ	CLOSING DATE:	13 OCTOBER 2025	CLOSING TIME:	11: 00 A.M.
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DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO SOURCE SPACE, DESIGN, BUILD AND SET UP EXHIBITION STANDS FOR TCTA AT THE AWSISA AFRICA & GLOBAL SOUTH WATER & SANITATION DIALOGUE
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BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

tenders07@tcta.co.za

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	EVANS KHOSA	CONTACT PERSON	SHARONESE PILLAY
TELEPHONE NUMBER	N/A	TELEPHONE NUMBER	N/A
FACSIMILE NUMBER	N/A	FACSIMILE NUMBER	N/A
E-MAIL ADDRESS	tenders07@tcta.co.za	E-MAIL ADDRESS	tenders07@tcta.co.za

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			
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	OR	CENTRAL SUPPLIER DATABASE No: MAAA

1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.	

PART B

TERMS AND CONDITIONS FOR BIDDING

3. 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 WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

4. 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:

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

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**

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.

2.3.1 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

**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);

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:

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

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

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

CRITERIA OF SPECIFIC GOALS	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Promotion of Black Ownership	Points will be awarded as follows: <ul style="list-style-type: none"> • 0 - 49% Black Owned = 0 Points • 50 - 100% Black Owned = 10 Points 	
Promotion of Black Women Ownership	Points will be awarded as follows: <ul style="list-style-type: none"> • 0 - 49% Black Women Owned = 0 Points • 50 -100% Black Women Owned = 10 Points 	

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:

ANNEXURE E

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE - GENERAL

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner (**Select one**) of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Vat Number (If applicable)	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of “Black People”	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 “Black People” is a generic term which means Africans, Coloureds and Indians –</p> <ul style="list-style-type: none"> (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- <ul style="list-style-type: none"> i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;”
Definition of “Black Designated Groups”	<p>“Black Designated Groups means:</p> <ul style="list-style-type: none"> (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and underdeveloped areas; (e) Black military veterans who qualify to be called a military veteran in terms of the Military Veterans Act 18 of 2011;”

3. I hereby declare under Oath that:

- The Enterprise is _____% Black Owned using the flow-through principle as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____%
 - Black Disabled % = _____%
 - Black Unemployed % = _____%
 - Black People living in Rural areas % = _____%
 - Black Military Veterans % = _____%
- Based on the Audited Financial Statements/Financial Statements and other information available on the latest financial year-end of _____ (DD/MM/YYYY), the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less
- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

 Commissioner of Oaths
 Signature & stamp

 Date

ANNEXURE F

SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE - GENERAL

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner (**Select one**) of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Vat Number (If applicable)	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of “Black People”	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 “Black People” is a generic term which means Africans, Coloureds and Indians –</p> <ul style="list-style-type: none"> (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- <ul style="list-style-type: none"> i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;”
Definition of “Black Designated Groups”	<p>“Black Designated Groups means:</p> <ul style="list-style-type: none"> (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and underdeveloped areas; (e) Black military veterans who qualify to be called a military veteran in terms of the Military Veterans Act 18 of 2011;”

3. I hereby declare under Oath that:

- The Enterprise is _____% Black Owned using the flow-through principle as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____% Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____%
 - Black Disabled % = _____%
 - Black Unemployed % = _____%
 - Black People living in Rural areas % = _____%
 - Black Military Veterans % = _____%
- Based on the Audited Financial Statements/ Financial Statements and other information available on the latest financial year-end of _____ (DD/MM/YYYY), the annual Total Revenue was between R10,000,000.00 (Ten Million Rands) and R50,000,000.00 (Fifty Million Rands),

6. Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At Least 51% black owned	Level Two (125% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

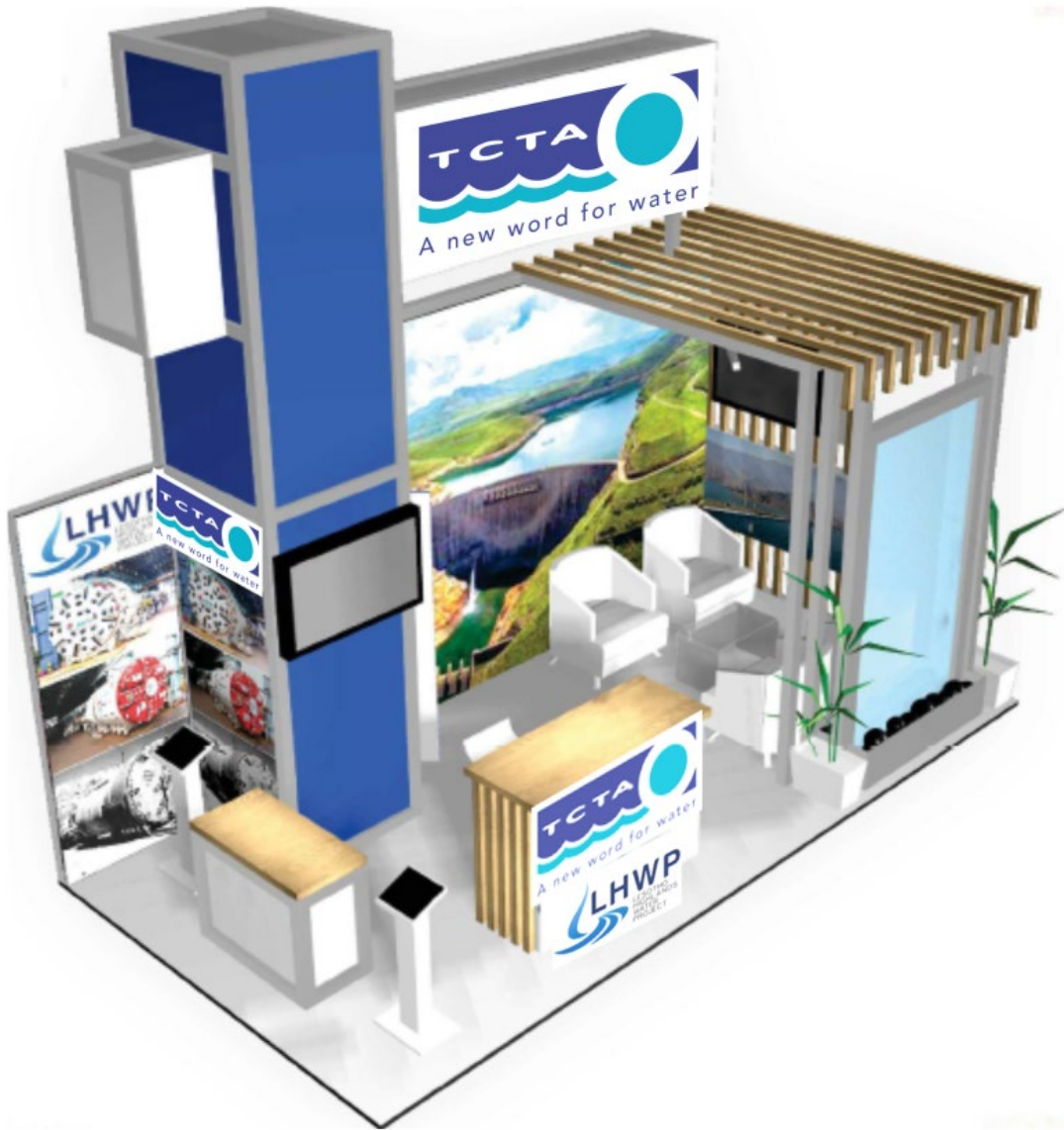
Commissioner of Oaths

Signature & stamp

Date:

ANNEXURE G - PROPOSED DESIGN

STAND: D34 & D37



TOURISM

GAUTENG
it starts here

GlobalAfrica
NETWORK

Grundfos

D33 D38

9m

AW SISA

SAND WATER

C24 C27

water & sanitation
Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

C25 C26

9m 9m

