

**From: The National Radioactive Waste Disposal Institute**

<b>Request for Quotation No:</b>	<b>NRWDI/HR/2026-02</b>
<b>RFQ Closing Date:</b>	<b>27 May 2026</b>
<b>RFQ Closing Time:</b>	<b>17:00</b>

<b>PROVISION OF EMPLOYEE ASSISTANCE PROGRAMME FOR FIVE YEARS</b>
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**NAME OF BUSINESS:** \_\_\_\_\_

**CONTACT NAME:** \_\_\_\_\_

**CONTACT NUMBER:** \_\_\_\_\_

**CSD NO:** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**ISO CERTIFICATION**  YES  NO

**QUOTATION VALIDITY PERIOD:** 60 Working Days from closing date.

**DELIVERY INCLUDED:**  YES  NO

Dear Sir/Madam

Please provide a quotation for the following items as per the specification below.

Prices must be firm and indicate all amounts excluding VAT.

VAT must be included as a separate line item.

**1. PRICING STRUCTURE**

<b>Description</b>	<b>Price for Year 1 (VAT incl.)</b>	<b>Price for Year 2 (VAT incl.)</b>	<b>Price for Year 3 (VAT incl.)</b>	<b>Price for Year 4 (VAT incl.)</b>	<b>Price for Year 5 (VAT incl.)</b>	<b>Total Price (VAT incl.)</b>
Employee Assistance Programme (EAP) for seventy (70) employees	R	R	R	R	R	R



## 2. SCOPE OF WORK

a) NRWDI seeks to appoint a suitable service provider to provide employee assistance programme services for a period of five years. The scope of work shall include (amongst others) confidential counselling and referral services on any of the following:

- i. Bereavement and loss
- ii. Family and Relationship problems
- iii. Marital problems
- iv. Divorce
- v. Physical and Emotional abuse
- vi. Work-related issues and change
- vii. Anxiety, Stress, Depression and Suicidal Tendencies (including anxiety caused by environmental demands).
- viii. Financial Planning and Difficulties
- ix. Interpersonal Communication
- x. Alcohol, Gambling and Substance Abuse
- xi. Trauma, HIV/AIDS and other chronic diseases
- xii. Post-traumatic stress and other trauma
- xiii. Online (internet, website, WhatsApp, call-back, etc), inbound and outbound telephonic health and wellness information and counselling to staff members
- xiv. Ad-hoc interventions such as team analysis and group interventions as per organisational needs
- xv. Provide reports on the level of service offered and trend reports, where applicable
- xvi. Lifestyle management
- xvii. Health Risk Assessment

b) The service provider must provide a detailed process flow of the EAP life cycle and will also be required to provide services for:

- Staff Wellness Days
- Annual program of planned wellness activities. (With different health and wellness themes per quarter)
- Quarterly Workshops based on the required topics Programme (EAP)

The service providers must be able to provide EAP services in English as well as in other South African languages.

### 2.1 TIMELINES

The project is expected to start from 15 June 2026 to 14 June 2031.

### 2.2 DELIVERABLES

The following outputs are expected from this contract spanning:



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- i. Promote employee mental health and wellbeing
- ii. Enhance productivity and organisational performance
- iii. Reduce absenteeism and workplace incidents
- iv. Support employees in managing personal and work-related challenges
- v. Strengthen organisational culture and employee engagement
- vi. Improved employee well-being and resilience
- vii. Increased productivity and performance levels
- viii. Reduction in absenteeism and turnover
- ix. Enhanced organisational climate and morale
- x. Early identification and management of employee-related risks
- xi. Strengthened leadership capability in managing employee wellbeing

### 3. EVALUATION CRITERIA

#### 3.1 Mandatory Requirement (At RFQ Closing Date)

- a. Service providers who fail to quote fully or according to the price structure/table and scope of work will be disqualified.
- b. Quotation submitted after the closing date and time will not be considered for evaluation.
- c. Quotations that are not sent through the procurement central email will not be considered for evaluation.
- d. Submit ID copies of the owners/directors of the bidding company as reflected on official registration documents e.g CIPC, CSD Report or BBBEE Certificate / Affidavit.
- e. Submit a minimum of three reference letters from previous clients where EAP services were provided to previous clients. The reference letters must have contact person, contact details and be on the letterhead of the previous clients.

**Failure to comply with the above mandatory requirements will disqualify your quotation.**

**NB:** Please ensure compliance by responding below.

Mandatory Requirements Description	Please mark under Yes/No to ensure compliance with the RFQ	
	Yes	No
Have you quoted fully or according to the specification/price table and scope of work?		



Has the quotation been sent before the closing time and date of the RFQ and to the correct email address?		
Is a minimum of three reference letters submitted?		
Are the IDs copies of the owners / directors of the bidding company submitted?		

### 3.2 Functionality Evaluation Criteria

All quotations that will comply with all the mandatory requirements will be evaluated on the following functionality evaluation criteria. Bidders are required to score or obtain at least 70% out of 100% to be evaluated further; failure to score or obtain a minimum of 70% will lead to disqualification.

Criteria	Details of Description	Weight
Methodology & Programme Design	5 Excellent Methodology is comprehensive, well-structured, and fully aligned to the needs of NRWDI. Clearly demonstrates a holistic EAP model (preventative, promotive, reactive). Includes integrated services (counselling, trauma, financial, legal), strong alignment with HR and wellness strategies, and innovative, evidence-based approaches. Implementation is practical and clearly articulated.	30



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	<p><b>4 Very Good</b> Methodology is detailed and relevant, covering most EAP components. Shows good alignment to organisational needs. Minor gaps in integration or innovation, but overall fit-for-purpose and implementable.</p> <p><b>3 Good / Acceptable</b> Methodology meets minimum requirements. Covers core EAP services but is generic with limited customisation to the NRWDI. Some elements (e.g. integration, preventative programmes) are not well developed. Still usable but not strong.</p> <p><b>2 Poor</b> Methodology is partially compliant, Limited scope (e.g. mostly reactive counselling only). Weak alignment to public sector environment. Lacks integration with organisational systems. Unclear or impractical approach.</p> <p><b>1 Very Poor / Non-Compliant</b> Methodology is inadequate or missing key components. No clear EAP model, lacks structure, and does not demonstrate understanding or requirements. Not implementable.</p>	
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<p>Service Delivery &amp; Accessibility</p>	<p><b>5 Excellent</b> Service delivery model is fully comprehensive, accessible, and responsive. Provides 24/7 multi-channel access (call centre, face-to-face, virtual, digital platforms). Demonstrates extensive national footprint (including rural reach), multilingual support, and fast response times (within 24 hours or better). Strong SLAs with clear escalation processes. Highly user-friendly and inclusive.</p> <p><b>4 Very Good</b> Service delivery is well-developed and reliable. Offers multiple access channels and good geographic coverage. Meets most accessibility requirements, including reasonable response times. Minor gaps (e.g. limited rural reach or fewer languages), but overall fit- for-purpose.</p> <p><b>3 Good / Acceptable</b> Service delivery meets minimum requirements. Provides basic access (e.g. call centre and limited face- to-face or virtual services). Coverage may be restricted geographically, and response times may be standard but not optimal. Usable but not robust.</p> <p><b>2 Poor</b> Service delivery is partially compliant. Limited access channels (e.g. mostly telephonic only), weak geographic coverage, and slow or unclear response times. Accessibility barriers exist (e.g. limited languages, no after-hours support).</p> <p><b>1 Very Poor / Non-Compliant</b> Service delivery model is inadequate or unclear. No 24/7 access, minimal or no national coverage, and lacks defined service channels. Fails to meet basic accessibility requirements.</p>	<p>30</p>
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<p>Experience &amp; Track Record</p>	<p><b>5 Excellent</b> Service provider has extensive experience (10+ years) in EAP services with a strong track record in the public sector. Demonstrates multiple relevant, successfully completed projects, supported by credible reference letters and measurable impact (e.g. utilisation rates, improved employee wellbeing, reduced absenteeism). Proven ability to deliver at scale.</p> <p><b>4. Very Good</b> Provider has substantial experience (5–10 years) with several relevant projects, including some exposure to government or large organisations. References are positive and demonstrate consistent delivery. Minor gaps in scale or impact evidence, but overall reliable and capable.</p> <p><b>3 Good / Acceptable</b> Provider has moderate experience (3–5 years) with some relevant projects. Limited public sector exposure. References may be few or generic. Demonstrates ability to deliver, but track record is not strong or well- evidenced.</p> <p><b>2 Poor</b> Provider has limited experience (1–3 years) or experience is not directly relevant to EAP services. Few or no credible references. Limited evidence of successful delivery. High risk in terms of capability.</p> <p><b>1 Very Poor / Non-Compliant</b> Provider has little to no relevant experience in EAP services. No track record, no references, or unverifiable claims. Fails to demonstrate ability to deliver the service.</p>	<p>20</p>
	<p><b>5 Excellent</b> Provides a comprehensive, well-defined M&amp;E framework covering process, output, outcome, and impact evaluation. Includes clear KPIs, advanced data analytics, and real-time or dashboard reporting. Demonstrates ability to measure utilisation, trends, organisational impact (e.g. absenteeism, productivity). Reporting is frequent (monthly/quarterly), detailed, and actionable. Fully compliant with data governance and confidentiality standards.</p>	




<p>Monitoring, Evaluation &amp; Reporting</p>	<p>4 Very Good Strong M&amp;E framework with clear KPIs and regular reporting. Tracks utilisation and some outcomes. Reporting is structured and useful, though less advanced in analytics or impact measurement. Minor gaps but overall effective and reliable.</p> <p>3 Good / Acceptable Basic M&amp;E approach in place. Tracks key metrics such as utilisation rates and provides standard reports (e.g. quarterly). Limited ability to measure outcomes or organisational impact. Reporting is adequate but not insightful.</p> <p>2 Poor or incomplete M&amp;E framework. Limited KPIs and infrequent or unclear reporting. Minimal analysis of data. Cannot effectively demonstrate programme performance or value.</p> <p>1 Very Poor / Non-Compliant No clear M&amp;E framework. No structured reporting or performance tracking. Unable to provide evidence of programme effectiveness or compliance.</p>	<p>10</p>
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<p>Innovation &amp; Value-Added Services</p>	<p><b>5 Excellent</b> Offers highly innovative, clearly differentiated value-added services that enhance the core EAP. Includes advanced digital solutions (apps, self-service platforms, AI-driven tools), proactive wellness programmes, and customised interventions aligned to organisational needs. Demonstrates continuous improvement, thought leadership, and measurable added value beyond contractual requirements.</p> <p><b>4 Very Good</b> Provides meaningful value-added services such as digital tools, wellness campaigns, and training programmes. Shows some innovation and customisation, though not highly advanced. Enhances service delivery and employee experience.</p> <p><b>3 Good / Acceptable</b> Includes basic value-added services (e.g. standard wellness workshops, limited digital support). Adds some benefit but is largely generic and not tailored. Minimal differentiation from competitors.</p> <p><b>2 Poor</b> Very limited value-added offering. Innovation is minimal or unclear. Services are mostly standard and do not significantly enhance the EAP.</p> <p><b>1 Very Poor / Non-Compliant</b> No value-added services or innovation demonstrated. Proposal is limited strictly to basic requirements with no additional benefit.</p>	<p>10</p>
<p><b>Total Score</b></p>		<p>100</p>

**3.3 Price and Specific Goals Evaluation**

- i. The 80/20 preference point system will be applied to evaluate received quotations that complies with all mandatory requirements at the closing date and time of the RFQ.
- ii. Price will be evaluated on 80 points and 20 points will be allocated to specific goals as illustrated on SBD 6.

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### 3.4 Mandatory Requirements (at Award Stage)

- i. Non tax compliant Bidders will not be awarded the RFQ.
- ii. Bidders listed in the Register of Restricted Suppliers or in the Tender Defaulters Register from National Treasury will be disqualified.

**Failure to comply to the above mandatory requirements above will lead to disqualification of your quotation.**

**NB:** Please ensure compliance by responding below.

Mandatory Requirements Description	Please mark under Yes/No to ensure compliance with the RFQ	
	Yes	No
Are your tax matters in order or compliant?		
Is your business listed on the Register of Restricted Suppliers or on the Tender's Defaulters Register?		

**For any clarification** regarding this matter, please contact Moses Shandukani at the email address: [Moses.Shandukani@nrwdi.org.za](mailto:Moses.Shandukani@nrwdi.org.za) or contact Manqoba Simelane at 072 693 0381.

**Email the quotation** to: [procurement@nrwdi.org.za](mailto:procurement@nrwdi.org.za)

**IMPORTANT:**

1. Please take note of the different email addresses for clarifications and for submission of your quote. Only quotes submitted to [procurement@nrwdi.org.za](mailto:procurement@nrwdi.org.za) will be considered for further evaluation.
2. Quotes must be emailed to: [procurement@nrwdi.org.za](mailto:procurement@nrwdi.org.za) before the closing deadline. Any quotation received after the deadline will not be considered.
3. Please indicate if you are ISO 9001:2015 certified Quality Management System.
4. Attach a valid BBBEE certificate or affidavit, if applicable.
5. Complete all SBD forms and send back together with your quotation (SBD 4&6.1)



6. The successful bidder must be registered on the Central Supplier Database except for foreign bidders with no local registered entity.
7. The mailbox capacity per email is 10MB. A bidder may send as many emails as necessary to accommodate all files. All emails must be received before the deadline.
8. The RFQ is subject to the General Conditions of Contract from National Treasury, refer to: [http://ocpo.treasury.gov.za/Resource\\_Centre/Legislation/General%20Conditions%20of%20Contract-%20Inclusion%20of%20par%2034%20CIBD.pdf](http://ocpo.treasury.gov.za/Resource_Centre/Legislation/General%20Conditions%20of%20Contract-%20Inclusion%20of%20par%2034%20CIBD.pdf)

Required by:

The National Radioactive Waste  
Disposal Institute

Delivery address

3<sup>rd</sup> Floor, Building X, Necsa Offices  
Elias Motsoaledi Street Ext  
R104 Pelindaba, North West 0240Expected Delivery Date, (to be completed by the Supplier)  
**(Only a firm delivery date will be accepted):**

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**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**



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2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state?

**YES/NO**

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

Full Name	Identity Number	Name of institution	State

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;

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

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- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win 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)
- 3.7 for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

**SBD 6.1**

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



**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 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 The maximum points for this tender are allocated as follows:

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

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

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

**2. DEFINITIONS**

- (a) **“black people”** is a generic term which means Africans, Coloureds and Indians—
  - 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—



- i) before 27 April 1994; or
  - ii) on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date;
- (b) **“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;
- (c) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (d) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (e) **“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
- (f) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000); and
- (g) **“women”** means a person of female gender who is a citizen of the Republic of South Africa.

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

#### 3.1. POINTS AWARDED FOR PRICE

##### 3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

**80/20**

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

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 points is allocated for price on the following basis:

**80/20**

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

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.**

The specific goals allocated points in terms of this tender	Maximum number of points allocated (80/20 system)	Number of points claimed (80/20 system) (To be completed by the tenderer)



<p><b>Enterprises owned by Black People:</b></p> <p>a) <b>12 points:</b> 91% - 100% ownership by black people.  b) <b>10 points:</b> 75% - 90% ownership by black people.  c) <b>8 points:</b> 51% to 74% ownership by black people.  d) <b>4 points</b> for 50% and lower ownership by black people.  e) <b>0 points</b> for no ownership by black people.</p>	<p>12</p>	
<p><b>Enterprises owned by Women:</b></p> <p>a) <b>8 points:</b> 91% - 100% ownership by women.  b) <b>6 points:</b> 75% - 90% ownership by women.  c) <b>4 points:</b> 51% to 74% ownership by women.  d) <b>2 points</b> for 50% and lower ownership by women.  e) <b>0 points</b> for no ownership by women.</p>	<p>8</p>	

4.3 Tenderers must submit documents as valid proof to substantiate points claimed for specific goals, that should include amongst others the Shareholder Certificate/CIPC Company Registration Documents, certified copies of ID for directors, certified copy of B-BBEE certificate/sworn affidavit, CSD report and/or any other documentation.

**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.4 Name of company/firm.....

4.5 Company registration number: .....

4.6 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]

4.7 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:** .....