



## REQUEST FOR QUOTATIONS (RFQ)

<p><b>You are hereby invited to submit Quotation for the requirements of</b></p> <p><b>SAFCOL SOC LTD</b></p>		
<b>RFQ number:</b>	<b>RFQ 190/17/2023</b>	
<b>RFQ Issue Date</b>	<b>03 August 2023</b>	
<b>Closing date and Time</b>	<b>07 August 2023 At 12:00PM (No late submissions will be accepted)</b>	
<b>COMPULSORY/ NON COMPULSORY BRIEFING SESSION</b>	<b>None</b>	
<b>Briefing Session Date and Time: (IF APPLICABLE)</b>	<b>None</b>	
<b>RFQ validity period:</b>	<b>60 days (commencing from the RFQ Closing Date)</b>	
<b>RFQ Description:</b>	<b>PROVISION OF TRANSPORT SERVICES FOR MECHANISED HARVESTING TEAMS ON AN AS AND WHEN REQUIRED BASIS</b>	
<b>RFQ responses must be emailed to :</b>		<b>Zakira Bhikhoo</b>
	<b>OR</b>	<b>013 754 2700 ext 2831 / 060 960 6573</b>
<b>E-mail address</b>		<a href="mailto:RFQCentralNSP@safcol.co.za"><b>RFQCentralNSP@safcol.co.za</b></a> Please use the RFQ Number on the subject of the email when responding to this RFQ

**NAME OF SERVICE PROVIDER:**\_\_\_\_\_

**TOTAL PRICE (INCL VAT):**\_\_\_\_\_

### **CONDITIONS OF THIS RFQ**

- Service providers must complete in full the RFQ document and ensure that quotation is on the **company letterhead**.
- Quotations must be e-mailed to the address provided herein All service providers must submit their B-BBEE Verification Certificates from Verification Agencies accredited by the South African Accreditation System (SANAS) OR an EME/ QSE sworn affidavit **signed by the EME representative and attested by a Commissioner of Oaths**
- Late and incomplete submissions will not be accepted.
- Any bidder who has reasons to believe that the RFQ specification is based on a specific brand must inform SAFCOL before RFQ closing date.
- All SBD documents must be always signed and sent back with the quotation
- Service Providers bidding as a Joint Venture a consolidated B-BBEE certificate is required

### **SPECIAL CONDITIONS OF THIS RFQ**

- Accepted RFQ's will be communicated by way of an official purchase order or a promisory note signed by a duly authorised official . Accordingly no goods; services or works must be prepared or delivered before an official purchase order or a promisory note is received by the respondent, .
- All prices quoted must be firm and be inclusive of Value Added Tax( VAT), where applicable
- The lowest or any offer will not necessarily be accepted and SAFCOL reserves the right to accept any offer either in full or in part.
- The offer shall remain binding and open for acceptance by SAFCOL during the validity period indicated and calculated from the closing time and date of this RFQ.
- Safcol reserves the right not to make an appointment for this RFQ.

### **PROTECTION OF PERSONAL INFORMATION**

- In responding to this RFQ , SAFCOL acknowledges that it may obtain and have access to personal data of the respondents. SAFCOL agrees that is shall only process the information disclosed by bidders in their response to this RFQ for the purpose of evaluating and subsequent award of business and in accordance with any applicable law.
- Furthermore, SAFCOL will not otherwise modify, amend or alter any personal data submitted by Respondents or disclose or permit the disclosure of any personal data to any Third Party without the prior written consent from the Respondents. Similarly, SAFCOL requires Respondents to process any process any personal information disclosed by SAFCOL in the bidding process in the same manner

### **REASONS FOR DISQUALIFICATION**

Service providers will be disqualified for the following:

1. Non- compliance tax status at the time of award, verification of tax compliance status will be verified with Central Supplier Database(CSD) or through SARS's e-Filing. Service providers will be given 7 working days to rectify their tax compliance status with SARS. If

the tax status is still non-compliant after 7 working days, the service provider will be disqualified from further evaluation.

2. Submitted information that is fraudulent; factually untrue or inaccurate for example membership that do not exist; B-BBEE credentials; experience etc.
3. Service providers who made false declarations on the Standard Bidding Documents or misrepresented facts and or;
4. Service providers who are listed on the National Treasury's Database of restricted suppliers and defaulters
5. Failure to quote in line with the specification

I hereby accept the above-mentioned conditions

**This RFQ is subject to the general conditions of the RFQ, National Treasury's general conditions of contract (GCC) and, if applicable, any other special conditions of contract (SCC).**

**NAME OF BIDDER\_(COMPANY\_NAME)..... SIGNATURE.....**

**CAPACITY..... DATE.....**

## **TERMS OF REFERENCE/SCOPE OF WORK**

### **PROVISION OF TRANSPORT SERVICES FOR MECHANISED HARVESTING TEAMS ON AN AS AND WHEN REQUIRED BASIS**

#### **1. BACKGROUND OF SAFCOL**

SAFCOL is a state-owned forestry company listed as Schedule 2 major public entity in terms of the Public Finance Management Act 1 of 1999. It was established in 1992 following the promulgation of the Management of State Forest Act 128 of 1992 to promote the development in the long term of the forestry industry according to accepted commercial management practice in South Africa.

#### **2. SCOPE OF WORK**

Due to operational requirements Mechanised harvesting doesn't make use of supervisors and SAFCOL team transportation. The successful bidder shall provide transport capacity as and when required for mechanised harvesting employees, depending on the operational needs as determined by the contract manager (market requirements can change that will require team movements ) to various plantation in the Sabie, Graskop, Kaapse Hoop and Amsterdam area. Teams may need to be transported daily as per shift requirement to the various plantations and compartments in above areas depending on the capacity requirement for team transport. Mechanised harvesting employees reside at various locations in and around Sabie town (Harmony hill, Simile and Tweefontein village). Where teams are working outside the Sabie/Graskop area they will reside in the SAFCOL villages on the plantations.

#### **3. DELIVERY OF GOODS OR SERVICES AS AND WHEN REQUIRED**

##### **3.1 Team transportation**

- Mechanised harvesting teams work on a multi shift (2 to 3 shifts/day) system on various plantations in the Sabie/Graskop area depending on monthly market requirements. Therefore, three trips per day per team may be required for at least the transportation of 4 mechanised teams.

The shift times are as follows:

- 1st shift 06h00 to 15h00
- 2<sup>nd</sup> shift 14h00 to 23h00
- 3<sup>rd</sup> shift 22h00 to 06h00

(It should be noted that the time schedule for shifts may change according to operational requirements)

- Teams may need to be transported daily, which may also include weekends and public holidays.
- Teams and or team members need to be collected from various predetermined collection points in and around Sabie or SAFCOL villages if residing elsewhere, as determined by the contract manager.

- Teams and/or team members need to be delivered at least 10 minutes before the shift commence and collected at shift end.
- Teams to be transported separate from any tools, equipment and/or fuel. Equipment, tools and fuel will be transported on a trailer or luggage box fitted on the vehicle.

The estimated number of teams to be transported is at least 4 teams. One team will consist of eight (8 to 10) employees and three (3) teams will have approximately 4 to 6 employees.

- Transport to be provided separately for each team.
- Transport need to fit the team requirement above.
- Currently the base of operations is at Sabie and Graskop with surrounding plantations - Blyde/Morgenzon, Wilgeboom, Tweefontein, Bergvliet/Spitskop, Brooklands and Witklip, however this can change if teams may be required to work at other areas.
- We may also work at Kaapse Hoop and Amsterdam – Berlin and Roburnia plantation depending on the operational requirement
- The estimated transport distance will vary from 5 up to 60 km one way. This can change depending on compartments available to work and the market requirements.

### 3.2 Other transport requirements as and when required

The contract manager may from time to time, request the successful bidder for the following transport requirements:

- Transportation of team employees for medical reasons during and/or out of shifts if the need arise
- Transportation of equipment and tools required for operational requirements
- Transportation of team members for other operational requirements
- Transportation of team members for emergency purposes
- Transportation of team members and their belongings for the movement of teams between operational areas due to operational requirements
- Transportation of teams for any other transport requirement approved by the contract manager.

## 4. REGULATORY REQUIREMENTS

### 4.1 The bidder

The National Land Transport Act 2009 stipulates that the successful bidder shall be in the possession of a valid operating licence to transport teams issued by the local Traffic Department.

The successful bidder shall comply to the following:

- SAFCOL SHEQ and IMS standards and procedures for the transportation of mechanised harvesting teams.

- National Road Traffic Act 93, 1996 (NRTA)
- National Land Transport Act 5, 2009 (NLTA)
- The National Road Traffic Act Regulations
- Labour Relations Act 66, 1995 (LRA)
- Basic Conditions of Employment Act 75, 1997, as amended in 2002 (BCEA)
- Occupational Health and Safety Act 85, 1993 (OHSA)
- Compensation for Occupational Injuries and Diseases Act 130, 1993 as amended in 1997 (COIDA)
- The Road Accident Fund Act 56, 1996 (RAF)
- International Labour Organisation (ILO) Health and Safety Standards
- Registered in terms of the Compensation for Occupational Injuries and Diseases Act 130 of 1993 (COIDA).
- Utilise drivers that are competent, responsible, medically fit and hold a valid driver's license.
- Pay drivers at least the minimum statutory wage as annually gazetted
- Appoint a transport manager to manage the project and liaise with the mechanised harvesting contract manager
- Manage drivers working time to ensure that overtime is complying according to legislative regulations
- Ensure that drivers are not overworked and rotated on a shift schedule
- Valid Passenger liability insurance of at least R5 000 000
- Valid Vehicle insurance
- Supply the necessary required transport capacity as and when required to suit the mechanised harvesting transport requirement

#### 4.2 Vehicles:

In addition to the standard minimum specifications and in compliance with the provisions of the National Road Traffic Act, as amended, all transportation supplied, shall meet the following basic specifications:

- SANS-approved three-point safety belts for every seat
- No fold-up or jockey seats.
- A speed warning sign shall be displayed on the back of the minibus in accordance with the National Road Traffic Act.
- The tyres shall comply with the manufacturer's specification for commercial use. Tyres of different brand, size and type) may not be fitted on any vehicle.
- The minibus shall have at least one emergency exit for every 12 passengers.
- In a safe, serviceable and roadworthy condition at all times
- Conduct annual certificate of fitness
- Registered and licensed
- The vehicles must be equipped with the manufacture's safety equipment. (Spare tyre, jack, tyre spanner, triangles, fire extinguisher)
- Able to drive on tar and forestry roads
- Airconditioned and dust free as reasonable possible
- Be always clean
- No transportation of fuel without prior approval from the contract manager

- Fitted with a tow bar hitch to pull a trailer to carry tools such as chainsaws, chainsaw chain, refuelling containers, gazebos when required. No tools or equipment to be transported with employees
- Transportation vehicles and trailers shall comply with appropriate signage: chevron (retro-reflective stickers) and should go around 80% of vehicle fitted in compliance with the National Road Traffic Act requirement.
- Transportation vehicles shall be maintained and service as per with the vehicle manufacturer's specification
- The bidder's transportation assigned to the project may be fitted with SAFCOL tracker units to support and verify the log sheet/trip summaries for invoicing purposes
- Transportation vehicles can be checked by the Mechanised harvesting artisans for mechanical soundness and compliance

#### 4.3 Drivers requirements:

- Drivers must operate vehicles according to the laws and regulations stipulated in the National Road Traffic Act, 1996
- Drivers are required to be medical fit and equipped with a valid driving licence issued by the Traffic Department
- The driver of the vehicle must have a valid PrDP – Professional Driving Permit (even occasionally/spare/substitute driver/s) with at least 2 years driving experience.
- The successful bidder's drivers may be tested by SAFCOL Platorand.
- Drivers are required to adhere to the shift schedule of mechanised harvesting employees.
- Drivers not to be under the influence of alcohol while transporting mechanised employees.
- Drivers may be subjected to alcohol testing at any time.
- Compile daily vehicle inspection checklists for each vehicle utilised for the transportation of employees and submit to the mechanised harvesting contract manager weekly.
- Log sheets or trip records are kept daily for each vehicle per trip as specified by the contract manager. This must include only the kms travelled assigned to the project. The log sheet will be the basis from where an invoice is generated. If an invoice is not supported by an approved log sheet, payment will not occur.

## 5. SPECIAL CONDITIONS

### 5.1 Penalty system

A penalty system will be implemented for the management of non - performance of transport services. Table 1 displays the non-conformances with the value or action for the specific penalty. Raised non-conformance penalties will be accumulated per month and deducted for the specific month when the non-conformances occurred.

**Table 1:** Non conformances for transportation of people.

No	Non conformance	Value (R)
1.	Teams and or team members arriving late for respective shifts	R500/occurrence
2.	Reckless Driving (over speeding, harsh braking)	R500/occurrence

Vehicle tracking devices may be utilised to monitor transportation performance.  
The total amount of penalties will be deducted from the successful bidder's monthly invoice.

**5.2 Transportation of fuel**

No vehicle will be allowed to transport any unauthorised fuel in any type of container without prior approval from the contract manager. Unauthorised transportation of fuel may lead to the cancellation of the contract.

**5.3 Team transportation outside of proposed area**

The contact manager may request the successful bidder to supply team transportation on other plantations due to operational requirements.

**5.4 Back up service**

The bidder need to provide alternative available transport, should there be a mechanical breakdown or failure of the supplied transport capacity.

**6. PRICE**

**6.1 Bidding price**

The bidder must quote an **all inclusive rate per km – R/km**

**6.2 Price adjustments**

**6.2.1 Fuel adjustments**

The quoted rate will be adjusted upwards or downwards monthly according to the diesel wholesale price (0.05% Sulphur) published monthly by the Department of Energy for the Nelspruit price. Only the fuel portion of the quoted rate will be used for adjustment calculation. This portion to be 23%.



## RETURNABLE DOCUMENTS

- Fully completed and signed RFQ
- Official Quotation on the company letter head
- Latest Tax Clearance
- Latest BBEE certificate- SANAS Accredited or sworn affidavit for EME/QSE
- Company CK documents
- Full CSD Registration Report or (MAAA number )
- ID copies of company directors

**I, the undersigned, for and on behalf of the Service Provider, hereby confirm that I/we understand the information as stated above and that I/we will comply with all of the above.**

.....  
Name (print)

.....  
**Signature**

## Capacity

.....  
Date

## Evaluation Criteria

Quotations will be evaluated in accordance with SAFCOL Supply Chain Management Policy & Preferential Procurement Policy Framework Regulations of 2022; the bid evaluation process shall be carried out in the following phases namely:

Phase 1 (a): Administrative Compliance Requirements

Phase 1 (b): Mandatory Requirement

Phase 2: Site Inspection

Phase 3: Price and Specific Goals Evaluation

### **Phase 1(a): Administrative Compliance Requirements**

1. Completion in full of the Request for Proposal document
2. Completion of all SBD Forms( Declaration Forms)
3. Proof that tax matters with SARS are in order( SARS Pin Number/ Tax Clearance Certificate)
4. Proof of company registration documents( e.g Pty;Trust; CC etc)
5. Original or copy of B-BBEE Level of contribution Certificate or Sworn Affidavit signed by the deponent and the Commissioner of Oath (Failure to attach certificate will lead to non-allocation of points)
6. Registration with National Treasury Central Supplier Database (CSD), if not registered on CSD, successful bidder must register within 7 working days of award
7. ID copies of company directors

### **Phase 1(b) : Mandatory Requirements**

No.	Description:	Comply	Do not comply
1.	The service provider must be in good standing with the Sabie Taxi association. Attach a copy of the service provider membership with the Sabie Taxi Association or a confirmation letter by the Sabie Taxi association granting permission to the service provider to transport SAFCOL teams in and around the Sabie area.		
2.	Drivers with valid SA Drivers licences with PROFESSIONAL DRIVING PERMIT (PrDP) – attach copies of the proposed drivers` valid licences a minimum of four (4) X drivers licences will be required		

3.	<p>The service provider must attach Roadworthy Certificate for the proposed fleet a minimum of four (4) X vehicles must be proposed for this project: The following documents must be submitted as proof of fleet;</p> <ul style="list-style-type: none"> <li>Copies of the vehicle registration in the service providers name as proof of ownership (E-NATIS DOCUMENTS). Where the service provider has an agreement to rent vehicles from another vehicle supplier, the agreement must be on a signed letterhead by both parties , must be attached with copies of the leased vehicle registration documents</li> <li>Copies of the latest valid certificate of fitness (COF Certificate )</li> <li>Copies of latest valid vehicle licences</li> </ul>		
4.	A Valid Letter of good standing with COIDA		
5.	Valid Passenger liability insurance of at least R5 000 000		

**NB: Bidders who fail to comply with all of the above mandatory requirement will not be considered for further evaluation.**

**Phase 2: Site Inspection – Physical verification of a minimum of four (4) X transport vehicles**

Evaluation Criteria		Comply	Do not comply
1.	Licences are valid with COF		
2.	Tyres shall comply with the manufacturer's specification. Tyres of two different makes or models may not be fitted on the front axle. The front tyres should always be the same.		
3.	No fold-up or jockey seats		
4.	Vehicles fitted with draw bars or storage facility for tools		
5.	SANS-approved safety belts for every seat.		
6.	Vehicles with no more than 500 000km on the odometer		
7.	All lights are working		
8.	Serviceable fire extinguisher fitted		
9.	Overall General condition – cracked windscreen, serious accident damages, aircon and heater working		

10	Steering defects		
11.	Major Oil or water leakage		
12.	Brake defects		

***N.B: Only Bidders who comply with all the physical verification criteria of vehicles will be considered for further evaluation on Price and Specific Goals***

### **Phase 3: Price and Specific Goals Evaluation**

Only bids that meet the requirement will be evaluated further in terms of price and specific goals evaluation, as follows:

CRITERIA	POINTS
Price	80
Specific Goals	20
<b>TOTAL</b>	<b>100 points</b>

### **SPECIFIC GOALS FOR THIS RFQ AND POINTS THAT MAY BE CLAIMED ARE INDICATED AS PER TABLE BELOW:**

Criteria	Points
	<b>(80/20 system)</b>
Atleast 51 % Black Ownership	20
<b>Total Points</b>	<b>20</b>

**DOCUMENTS REQUIREMENT FOR VERIFICATION OF POINTS ALLOCATION: -**

No.	Procurement Requirement	Required Proof Documents
2.1	Atleast 51% Black Ownership = 20 points	<ul style="list-style-type: none"><li>• CIPC registration documents</li><li>• B-BBEE certificate/sworn affidavit</li><li>• South African Identification Document</li></ul>
2.2	Atleast 51% Black Women Owned	<ul style="list-style-type: none"><li>• CIPC registration documents</li><li>• B-BBEE certificate/sworn affidavit</li><li>• South African Identification Document</li></ul>
2.3	Atleast 51% Owned By People With Disabilities	<ul style="list-style-type: none"><li>• Letter from the Doctor confirming Disability</li><li>• South African Identification Document</li></ul>
2.4	Atleast 51% Black Youth Owned	<ul style="list-style-type: none"><li>• CIPC registration documents</li><li>• B-BBEE certificate/sworn affidavit</li><li>• South African Identification Document</li></ul>
2.5	Implementation of RDP goals (Locality) Points	<ul style="list-style-type: none"><li>• Proof of residence in a form of a Municipal Bill or letter from recognized council confirming business address of the bidder</li><li>• South African Identification Document</li></ul>

**SBD4**

**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 interest<sup>1</sup> in the enterprise,

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<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.

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.

2.2

Full Name	Identity Number	Name of State institution

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 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) 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

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<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.

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**

## **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**

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### **1. GENERAL CONDITIONS**

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 **To be completed by the organ of state**  
*(delete whichever is not applicable for this tender).*



- a) The applicable preference point system for this tender is the **80/20** preference point system.
  - b) The **80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
  - (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	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) **“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 PREFERENCE POINT SYSTEMS**

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

**80/20**

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

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 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 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 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 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 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 the 80/20 preference point system is applicable, corresponding points must also be indicated as such.)***

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Atleast 51 % Black Ownership	20	
<b>Total Points</b>	<b>20</b>	

## 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.

.....	
<b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....