Υ

Is the offer strictly

Ν



Provincial Supply Chain Management

Price Schedule - Goods

Page 1 of 3

Bidder Name Bid No	

NOTE: If the information required regarding <u>each item</u> cannot be inserted in the space provided on either page 1, 2 or 3 of this form, additional information may be attached to this form.

The Gauteng Provincial Treasury (GPT) is acting as Common Service Provider or buying organisation on behalf of all Gauteng Provincial Government Customer Departments / Institutions. The goods / services are therefore required by the Customer Department / Institution, as indicated on RFP 01.

CONDITIONS

- 1. All goods or services purchased will be subject to General Conditions of Contract.
- 2. All prices quoted must be inclusive of Value Added Tax (VAT) and prices must be quoted in South African currency.
- 3. In case of goods all delivery and/or railage charges must be included in the offered price(s) and goods must be delivered to the address indicated on RFP 01.
- 4. All delivery lead times submitted must be firm.
- 5. Firm prices, being prices deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise, are preferred to variable prices.
- 6. In case of bidding a price(s) subject to variance, please supply full details by completing RFP 07.
- 7. If an estimated quantity is called for, no guarantee is given that this or any quantity will be bought by GPG.

PRICING

ITEM NO	ESTIMATED QUANTITY		UNIT OF MEASURE				
PRICE PER UNIT OF MEASURE (including VAT)* R (Refer to par. 16 of RFP 03 and condition no 3 on page 1 of 3; in case of goods, all delivery and/or costs must be included in the offered price*							
How many	1?						
DELIVERY							
TIME REQUIRED FOR DELIVERY AFTER RECEIPT OF ORDER (PLEASE STATE IN HOURS, DAYS, WEEKS OR MONTHS)							

Is the delivery period(s) per item firm? (Also see condition no 4 on RFP

06 page 1 of 3)

MODEL, SPECIFICATION AND GUARANTEE

Brand and model			to specification?	Υ	N	
(For specification – see	RPF 05)					
	If no	ot to specification, stat	e deviation			

GAURANTEE

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Price Schedule - Goods

Page 2 of 3

Are the goods/services guaranteed?	Υ	N	

(Also see warranty requirements as required in terms of par. 15 of the General Conditions of Contract)

If a specific guarantee is required in the RFP specification	n, are the		
goods/services ACCORDINGLY guaranteed?	Y	N	
goods/services ACCORDINGLY guaranteed?			

(For specification – see RPF 05)

MANUFACTURING (in case of goods)

in the received the case of goods,						
Country of manufacture		Is the bidder the manufacturer of the item?	Υ		N	
If not, is a Letter of Supply from the relevant manufacturer(s) attached, confirming firm supply arrangement(s)?					N	

The said manufacturer/company/supplier must confirm that it has familiarised itself with:

- o the item description;
- o specifications; and
- bid conditions.

If the bid consist of more than one item, it should be clearly indicated in respect of which item(s) the supportive letter has been issued. Failure to submit the Letter of Supply document may invalidate the bid.

Is the bidder the accredited representative in the RSA of the manufacturer of	V	N	
the goods offered? (Also see RPF 01 – page 2)	T	IV	i

Indicate names and addresses of the factories where the goods will be manufactured/inspected?

SITE INFORMATION							
Factory Name	Physical Address						
Factory Name	Physical Address						
Factory Name	Physical Address						

PHYSICAL ASSETS / EQUIPMENT (in case of goods)

PHISICAL ASSETS / EQUIPMENT (III case of goods)				
What is the address in the RSA where the goods on bid, of the type offered by you may be inspected, preferably under working conditions?				
What is the approximate value of spares carried in stock in the RSA for this particular make and model of equipment?	R			

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Price S	Schedule	- Goods
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At what address(es) is/are these spares held in stock?										
What facilities exist for servicing / maintenance of the equipment offered?										
Where (at which address)	are t	hese s	serv	/icing	/ mainte	enance f	acilit	ies av	vailable	?
IMPORTATION (in case of goods)										
NOTE: The under mentioned information m	ust b	e furni	ishe	d whe	re the offe	ered price	e may	be aff	ected by	the
fluctuation in the Rate of Exchange.										
(Also ensure that RFP 07 (Non-Firm Pr	ices	per ite	em)	is co	mpleted.)				
						a general				
Is a special import permit required?	Υ		N			required, ort permit				
Please state the amount in foreign of	urre	ncv in	ı re	spect	of each i	tem.				
which will be rem				эрсос	01 040111		R			
At what stage will the										
amount be remitted abroad?										
State the Rate(s) of Exchange										
applied in the conversion of this amount to South African currency.										
amount to South African currency.										
CLONATURE OF RIPPER							D .4			
SIGNATURE OF BIDDER							DA	TE		
									<u> </u>	

Price List

Required Products and estimate quantities							
		Estimated	Price				
Item Description	Material Number	Quantities (36 Months)	Unit price	Price for box (5 reams in box)			
Paper, photocopy, A4, white, 80gsm, box of 5 ream, compatible with an inkjet, colour inkjet, colour laser printer, hi-speed laser printer, photocopier, hi-speed photocopier, colour photocopier and fax	152215	398 620	R	R			
Paper, photocopy, A3, white, 80gsm, box of 5 reams, compatible with an inkjet, colour inkjet, colour laser printer, hi-speed laser printer, photocopier, hi-speed photocopier, colour photocopier and fax	112186	8 560	R	R			
Total Bid Price			R				

^{*}These quantities are an estimate based on historic data. The quantities may increase or decrease at any time of the contract.



Enquiries: Funanani Rafundisani

Directorate: PSCM Email address:

funanani.rafundisani@gauteng.gov.za

TENDER NOTICE ERRATUM: GT/GPT/096/2022

To Bidders:

The following tender was advertised on the Tender bulletin and GPT website on the 11th November 2022.

TERMS OF REFERENCE FOR SUPPLY AND DELIVERY OF PHOTOCOPY PAPER (PRINTING PAPER TO THE GAUTENG PROVINCIAL GOVERNMENT (GPG) DEPARTMENTS FOR A PERIOD OF 36 MONTHS.(GT/GPT/096/2022)

New Inclusion

Bid Condition for Photocopy Paper

Price Schedule

- i. Any price offered by the bidder that is below market-related price, will be deemed non-responsive and the bidder will be disqualified during the price and preference point system evaluation stage
- ii. If Bidder quoted a price that is firm, that bidder will be deemed non-responsive and disqualified during the price and preference point system evaluation stage
- iii. If the price offered by a bidder scoring the highest points is higher than marketrelated prices, the contract may not be awarded, but shall be subjected to a price negotiation to achieve the market related price, prior to contract award.

Approval of Erratum:

Ms Nombulelo Mbeki

DDG: Provincial SCM

Gauteng Provincial Treasury

Date: 17/11/2022



Non-firm Prices

Page 1 of 5

NOTE: If the information required regarding <u>each item</u> cannot be inserted in the space provided on either page 1, 2, 3, 4 or 5 of this form, additional information may be provided on a photocopy of this form.

The *Gauteng Provincial Treasury (GPT) is acting as Common Service Provider or buying organisation on behalf of all Gauteng Provincial Government Customer Departments / Institutions. The goods / services are therefore required by the Customer Department / Institution, as indicated on RFP 01.

"Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise. "Non-firm" prices are all prices other than "firm" prices and which are either subject to Rate of Exchange claims and/or subject to published indices or documentary evidence.

In case of a contract being awarded as a result of this RFP, all applications for price adjustments must be referred to the GPT, Private Bag X112, Marshalltown. 2107. Price adjustments shall not be backdated and shall be applicable from date of approval by the GPT. The successful supplier shall submit an application, in writing and supported by documentary proof, to the GPT thirty (30) days before the effective date of any price adjustment, whether based on RoE (par. 1), formula(e) (par. 1 and/or 2) or documentary proof (par. 3).

NOTE: Non-firm prices may be loaded when calculating comparative prices.

1. CLAIMS SUBJECT TO RATE OF EXCHANGE (RoE)

In case of bid prices being subject to Rate of Exchange (RoE) variations, please specify the amount, as well as the applicable rate of exchange at the time of bidding applicable to each item.

Price adjustments, based on changes in the rate of exchange, shall only be considered if the change, based on the previous rate, had moved by more than 5%.

1.1 COMPILING THE ROE FORMULA - Cost breakdown structure

A cost breakdown in terms of local & imported components must be submitted for each item as follows:					
Imported portion	%	Local portion	%	Total	100%

Whatever breakdown chosen in terms of local and imported components cannot be changed over the duration of any contract awarded based on this RFP.

1.2 AMOUNT(S) SUBJECT TO ROE VARIANCE - IMPORTED PORTION OF ROE FORMULA

1.2	ANIOUNT (3) SUBJECT TO RUL VARIANCE - INFORTED FORTION OF RUL TORNIOLA			
Amount(s) subject to exchange rate variations – please specify for each item number individually.				
Item Nº				
ROE Variance				

(as per item number on RFP 06 Price Schedule)

1.3 BASE ROE - IMPORTED PORTION OF ROE FORMULA

Exchange rate applicable as at the time of bidding – please specify every currency applicable and				
indicate v	indicate which items are affected by which exchange rate			
Item Nº				
EXCHANGE				
RATE				

(as per item number on RFP 06 Price Schedule)

Filename: RFP07GPTQF (SBD 3.2) Revision: 6 Release Date: 10/08/2016



Non-firm Prices

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2. CLAIMS SUBJECT TO PUBLISHED INDICES

For all items to which non-firm prices apply, bidders must submit a cost breakdown, which indicates the proportion of the prices subject to adjustment.

Item Nº

(as per item number on RFP 06 Price Schedule)

Where price adjustments based on an escalation formula is chosen as the method of price adjustment, variations in the actual costs for whatever reason are for the account of the successful bidder. This implies that:

- formula-based adjustments (as per this method in par 2) and
- proven cost increases (as per the method in par 3) cannot both be entertained at the same time for the same cost element.

2.1 METHOD 1: FORMULA BASED ADJUSTMENTS

2.1.1 The escalation (or price adjustment) formula shall provide for a minimum fixed element of at least 15% of the price, which shall not be subject to adjustment. The following standard formula structure is prescribed for calculating escalation / price adjustments:

IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES

IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left(D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

Pa = The new escalated price to be calculated.

(1-V)Pt = 85% of the original bid price. **Note that Pt must always be the original bid**

price and not an escalated price.

D1, D2.. = Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of

the various factors D1, D2...etc. must add up to 100%.

R1t, R2t..... = Index figure obtained from new index (depends on the number of factors used).

R1o, R2o = Index figure at time of bidding.

VPt = 15% of the original bid price. This portion of the bid price remains firm i.e. it is not

subject to any price escalations.

The following index/indices must be used to calculate your bid price:

Index	Dated	Index	Dated	Index	Dated

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Non-firm Prices

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2.1.2 Cost breakdown structure

A percentage (%) cost breakdown for each item must be submitted according to the following example – actual figures to be added to the table (2nd column) in par. 2.1.3 below:

– the various elements specified in this paragraph will form the series (D1, D2 ... up to Dn) in the formula to be indicated in par 2.1.1 above.

EXAMPLE OF COST BREAKDOWN STRUCTURE

Direct labour 25%**
Direct material 30%**
Transport 25%**

Other overheads 20%**

Total 100%

FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	PERCENTAGE OF BID PRICE

Whatever breakdown of index series are chosen cannot be changed over the duration of any contract awarded based on this RFP.

2.2 APPLICATION OF THE PRICE ADJUSTMENT FORMULA

2.2.1. Fixed price period

GPG suggests an initial fixed period of at least six (6) months from the effective date of any agreement, which may be awarded as a result of this RFP. Specify from what date the first price adjustment would be applicable

(as per item number on RFP 06 Price Schedule)

2.2.2 Frequency of price adjustments after fixed price period

GPG suggests quarterly adjustments, after the initial fixed price period. Longer periods than three (3) months (quarterly) between adjustments will be considered even more favourably.

(as per item number on RFP 06 Price Schedule)

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Non-firm Prices

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3. METHOD 2: ADJUSTMENTS BASED ON DOCUMENTARY PROOF

Price adjustments shall also be considered based on independent trust worthy documentary proof of cost, price variances or payments (forward cover cost).

GPG would however prefer claims based on published indices (as per the method in par 2 above), as a result of the fact that the confidentiality regarding source and price of goods can be maintained with a formula. Providing substantiating or supporting documentation (as per this method in par 3) often reveals information that may be considered confidential by the bidder.

Please again note that

- formula-based adjustments (as per the method in par 2) and
- proven cost increases (as per this method in par 3) cannot both be entertained at the same time for the same cost element.

3.1. Amount(s) subject to change based on documentary proof -Please specify for each item individually. Item Nº **Amount** (as per item number on RFP 06 Price Schedule) 3.2.1. Fixed price period GPG suggests an initial fixed period of at least six (6) months from the effective date of any agreement, which may be awarded as a result of this RFP. Specify from what date the first price adjustment would be applicable. (as per item number on RFP 06 Price Schedule) Frequency of price adjustments after fixed price period GPG suggests quarterly adjustments, after the initial fixed price period. Longer periods than three (3) months (quarterly) between adjustments will be considered even more favourably. (as per item number on RFP 06 Price Schedule)

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Non-firm Pr	ices
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1	PRICES SUBJECT TO	PATE OF FX	THANGE VARIATION	S
4	PRICES SUBJECT TO	KAIL OF EX	JORINGE VARIATION	

4.1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

4.2 Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

Nar	ne(s) & S	ignature(s) of Bidder((s)
CAPACITY			
	DATE:		

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PREFERENCE POINTS CLAIM FORM

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PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
 - 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

- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the ______ preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).
- 1.3 Points for this bid shall be awarded for:
 - (a) Price; and
 - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	
B-BBEE STATUS LEVEL OF CONTRIBUTOR	
Total points for Price and B-BBEE must not exceed	100

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.



PREFERENCE POINTS CLAIM FORM

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2. **DEFINITIONS**

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
 - 1) B-BBEE Status certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - Any other requirement prescribed in terms of the B-BBEE Act;
- "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;



PREFERENCE POINTS CLAIM FORM

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3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20

or

90/10

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

or

$$Ps = 90 \left(1 - \frac{Pt - P\min}{P\min} \right)$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0



PREFERENCE POINTS CLAIM FORM

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5.	BID DECLARATION		
5.1	Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:		
6.	B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1		
6.1	B-BBEE Status Level of Contributor: = (maximum of 10 or 20 points)		
	(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.		
7.	OUD CONTRACTING		
	SUB-CONTRACTING		
7.1	Will any portion of the contract be sub-contracted?		
7.1			

(v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations 2017:

Designated Group: An EME or QSE which is at last 51% owned		QSE		
by:	$\sqrt{}$	$\sqrt{}$		
Black people				
Black people who are youth				
Black people who are women				
Black people with disabilities				
Black people living in rural or underdeveloped areas or townships				
Cooperative owned by black people				
Black people who are military veterans				
OR				
Any EME				
Any QSE				

If feasible to subcontract for a contract above R30 million, an organ of state must apply subcontracting to advance designated groups. (As per Preferential Procurement Regulations 2017)



PREFERENCE POINTS CLAIM FORM

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8	DECLA	RATION WITH REGARD TO COMPANY/FIRM			
8.1	Name of	company/firm			
8.2	VAT regis	stration number			
8.3	Company	registration number			
8.4	TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]				
- Partn	ership/Joir	nt Venture / Consortium			
- Close	corporation	siness/sole propriety on			
8.5	DESCRIBE PRINCIPAL BUSINESS ACTIVITIES				
8.6	COMPAN	NY CLASSIFICATION [TICK APPLICABLE BOX]			
- Supp - Profe	ssional se	rvice provider roviders, e.g. transporter, etc.			
8.7	Total nun	nber of years the company/firm has been in business?			
8.8	points cla	undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the aimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the g certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;			
	(iv)	If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have —			



PREFERENCE POINTS CLAIM FORM

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- (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

	WITNESSES
	1
Name(s) & Signature(s) of Bidder(s) DATE:	2
ADDRESS:	[2]