



**CITY OF TSHWANE METROPOLITAN MUNICIPALITY**

**APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY AND  
OFFLOADING OF EMERGENCY MEDICAL SUPPLIES TO THE CITY OF  
TSHWANE, EMERGENCY SERVICES DEPARTMENT**

**QUOTATION NUMBER: Q 2-2022-23**

**NAME OF BIDDER:** .....

**CSD NUMBER:** .....

**VENDOR NUMBER:** .....  
**(compulsory)**

Prepared by:  
City of Tshwane Metropolitan Municipality  
Tshwane House  
320 Madiba Street  
Pretoria  
0001

Tel: 012 358 9999

<b>CLOSING DATE</b>	<b>10 AUGUST 2022</b>
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Only bidders registered on the central supplier database (CSD) and with a CSD number will be considered for this tender, as it is a requirement from the National Treasury.



**CITY OF TSHWANE METROPOLITAN MUNICIPALITY**

**DEPARTMENT: EMERGENCY SERVICES**

Bids are hereby invited from suppliers for the following bid:

Bid number	Description	Department	Contact persons	Compulsory briefing session	Closing date
Q 2-2022-23	<b>APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY AND OFFLOADING OF EMERGENCY MEDICAL SUPPLIES TO THE CITY OF TSHWANE, EMERGENCY SERVICES DEPARTMENT</b>	EMERGENCY SERVICES	Dr. Robin Charles	N/A	<b>10 AUGUST 2022 @ 10:00</b>

The document is downloadable on the e-Tender Portal:

<https://www.etenders.gov.za/Home/opportunities?id=1> .

Each quotation must be enclosed in a sealed envelope that bears the correct identification details and must be placed in the tender box located at:

**City of Tshwane Metropolitan Municipality  
Tshwane House  
320 Madiba Street  
Pretoria  
0002**

Documents must be deposited in the bid box not later than **10:00 on 10 August 2022**.

**Technical enquiries:** Dr. Robin Charles at 012 358 6222 or [robinc@tshwane.gov.za](mailto:robinc@tshwane.gov.za)

**Supply chain enquiries:** Josia Masenya at 012 358 0658 or [josiasma@tshwane.gov.za](mailto:josiasma@tshwane.gov.za)

**Bids will remain valid for a period of 90 days after the closing date.**

- Bids received after the closing date and time will not be considered. The City of Tshwane does not bind itself to accept the lowest or any other bid in whole or in part.
- Bid documents must be completed using a black pen (not retyped or scanned).
- Mistakes made on the price schedule must be crossed out in ink and each price alteration must be initialled.
- Price corrections may not be made with correction fluid, such as Tipp-Ex or a similar product.
- If correction fluid was used on any specific item price, such an item will not be considered. No correction fluid may be used on a bill of quantities where prices are calculated to arrive at a total amount. If correction fluid was used, the quotation as a whole will be repudiated.
- The City of Tshwane will reject the quotation if corrections are not made in accordance with the above.

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## **EMERGENCY SERVICES DEPARTMENT**

### **THIS BOARD QUOTATION INVOLVES THE:**

#### **SUPPLY AND DELIVERY AND OFFLOADING OF EMERGENCY MEDICAL SUPPLIES TO THE CITY OF TSHWANE, EMERGENCY SERVICES DEPARTMENT**

#### **BID NUMBER**

.....

#### **1. INTRODUCTION AND PURPOSE**

Supply, delivery and off-loading of emergency medical supplies to Emergency Services Department.

#### **2. BACKGROUND**

- How was this bid/project identified?

With the cessation of the agency agreement between GPG-EMS and CoT ESD and provincialisation in July 2018, CoT ESD has to make sole provision for the purchase of emergency medical supplies which were part of the agency agreement. Emergency medical supplies are an essential life-saving therapy which is critical in the provision of emergency medical treatment.

- The aim and objectives of the project  
To ensure consistent and steady supply of emergency medical supplies thereby not negatively impacting service delivery of emergency medical services to the community of CoT.
- The leading department must indicate the location of the project

This product will be utilised Tshwane wide.

- Are there any permissions/approvals required? If so, by whom, including land owners

South African Health Products Regulatory Authority (SAHPRA)

- Who will benefit directly and indirectly from this bid/project and how?

All who receive emergency medical treatment from CoT: Emergency Medical Services

- What control and monitoring measures are envisaged?

Emergency medical supplies are replaced against a Patient Treatment Form and are only issued to staff according to their HPCSA scope of practice.

### 3. PROJECT SCOPE

It is the intent of the City of Tshwane Emergency Services Department that these specifications cover the supply, delivery and off-loading of emergency medical supplies.

The bidder shall be considered only from companies which have a reputation for quality products in the field of supply, delivery and off-loading of emergency medical supplies not exceeding a period of 12 months.

The bidder shall submit proof of license with the South African Health Product Regulatory Authority (SAHPRA) to supply medical products or will result in the bidder being disqualified.

Items must be priced individually at a cost per unit price. However, for evaluation purposes, the quotation will be awarded to the highest scoring bidder at the total price per section. Bidders will be disqualified if no unit price is provided per item within a section.

#### 3.1 TECHNICAL SPECIFICATIONS

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**CAUTIONARY STATEMENT:** Due to the array of the items listed that are available in the South African market, it is expected that the bidder will consider factors such as price; service and cost efficiency, budget, etc. and offer the best possible solution against such parameters.

The images listed below are strictly used for example / product display purposes and does not necessarily indicate the specific brand or company that is preferred.

## SECTION 1. PRE-HOSPITAL SUPPLIES

### 1.1: LARYNGEAL MASK SIZE 3.0 (SINGLE USE)

**Description:** Manufactured from high quality PVC. Clear tube to allow for early detection of fluids. Latex free. Highly visible non-removable blue ink printing for easy measurement. High quality 15mm connector. Classic cuff shape. Touch sensitive pilot balloon for accurate cuff pressure.

**Use:** Securing of airway for ventilation purposes.

### 1.2: LARYNGEAL MASK SIZE 4.0 (SINGLE USE)

**Description:** Manufactured from high quality PVC. Clear tube to allow for early detection of fluids. Latex free. Highly visible non-removable blue ink printing for easy measurement. High quality 15mm connector. Classic cuff shape. Touch sensitive pilot balloon for accurate cuff pressure.

**Use:** Securing of airway for ventilation purposes.

### 1.3: LARYNGEAL MASK SIZE 5.0 (SINGLE USE)

**Description:** Manufactured from high quality PVC. Clear tube to allow for early detection of fluids. Latex free. Highly visible non-removable blue ink printing for easy measurement. High quality 15mm connector. Classic cuff shape. Touch sensitive pilot balloon for accurate cuff pressure.

**Use:** Securing of airway for ventilation purposes.

### 1.4: OXYGEN FACE MASK 40% (ADULT)



**Description:** Made of clear, non-toxic PVC with adjustable nose clip delivering 40% O<sub>2</sub> concentration for adults.

**Use:** For oxygen delivery to patient who is breathing spontaneously.

**1.5: OXYGEN FACE MASK 40% (PAEDIATRIC)**



**Description:** Made of clear, non-toxic PVC with adjustable nose clip delivering 40% O<sub>2</sub> concentration for paediatric.

**Use:** For oxygen delivery to patient who is breathing spontaneously.

**1.6: OXYGEN NEBULIZER MASK (ADULT) WITH ATTACHED T-PIECE**



**Description:** Manufactured from clear, medical-grade PVC. Adjustable nasal clip. Oxygen tubing included. Equipped with a 6ML medication chamber.

**Use:** For oxygen delivery to patient who is breathing spontaneously.

**1.7: OXYGEN NEBULIZER MASK (PAEDIATRIC)**



**Description:** Manufactured from clear, medical-grade PVC. Adjustable nasal clip. Oxygen tubing included. Equipped with a 6ML medication chamber.

**Use:** For oxygen delivery to patient who is breathing spontaneously.



**1.8: OXYGEN NON-REBREATHER MASK (ADULT)**

**Description:** Made of clear, non-toxic PVC. Delivers concentrations of 95 – 100% at 10 – 15L/min flow. Adjustable nose clip.

**Use:** For oxygen delivery to patient who is breathing spontaneously.

**1.9: OXYGEN NON-REBREATHER MASK (PAEDIATRIC)**

**Description:** Made of clear, non-toxic PVC. Delivers concentrations of 95 – 100% at 10 – 15L/min flow. Adjustable nose clip.

**Use:** For oxygen delivery to patient who is breathing spontaneously.

**1.10: HYPODERMIC INJECTION NEEDLE 20G**

**Description:** Long-point needle with plastic Luer-lock hub, color-coded according to size. Individual sterile peel pack in a box of 100.

**Use:** Administering parenteral therapy

**1.11: HYPODERMIC INJECTION NEEDLE 22G**

**Description:** Long-point needle with plastic Luer-lock hub, color-coded according to size. Individual sterile peel pack in a box of 100.

**Use:** Administering parenteral therapy

**1.12: SYRINGE 3 ML**

**Description:** Description: Non-toxic medical grade polypropylene/polyethylene designed for its compatibility with medication and hypodermic needle. Single-use hypodermic syringe. Box of 100

**Use:** Administration of parenteral therapy.

### 1.13 SYRINGE 5ML

**Description:** Description: Non-toxic medical grade polypropylene/polyethylene designed for its compatibility with medication and hypodermic needle. Single-use hypodermic syringe. Box of 100.

**Use:** Administration of parenteral therapy.

### 1.14: SYRINGE 20ML

**Description:** Description: Non-toxic medical grade polypropylene/polyethylene designed for its compatibility with medication and hypodermic needle. Single-use hypodermic syringe. Box of 25

**Use:** Administration of parenteral therapy

### 1.15: INTRAVENOUS FLUID ADMINISTRATION SET 60 DROP WITH INJECTION PORT (PAEDIATRIC)



**Description:** Set with pointed cannula for insertion into container of intravenous fluid, drip chamber (with regulated drop pipette), 1,8m clear flexible tubing terminating in Luer lock male adapter. Flow-regulating clamp. Y-injection site. Sterile fluid path. Packed in sterile tamper-proof peel pack.

**Use:** For intravenous therapy with fluids alone, or fluids and medication.

### 1.16: INTRAVENOUS FLUID ADMINISTRATION SET IV 20 DROP WITH INJECTION PORT (ADULT)



**Description:** Set with pointed cannula for insertion into container of intravenous fluid, drip chamber (with regulated drop pipette), 1,8m clear flexible tubing terminating in Luer lock male adapter. Flow-regulating clamp. Y-injection site. Sterile fluid path. Packed in sterile tamper-proof peel pack.

**Use:** For intravenous therapy with fluids alone, or fluids and medication.

### 1.17: 16G INTRAVENOUS CANNULA

**Description:** Intravenous cannula with stylet. Individual sterile peel pack.

**Use:** To establish secure access to a vein, for intravenous infusion or therapy.

### 1.18: 18G INTRAVENOUS CANNULA

**Description:** Intravenous cannula with stylet. Individual sterile peel pack.

**Use:** To establish secure access to a vein, for intravenous infusion or therapy.

### 1.19: 20G INTRAVENOUS CANNULA

**Description:** Intravenous cannula with stylet. Individual sterile peel pack

**Use:** To establish secure access to a vein, for intravenous infusion or therapy.

### 1.20: 24G INTRAVENOUS CANNULA

**Description:** Intravenous cannula with stylet. Individual sterile peel pack.

**Use:** To establish secure access to a vein, for intravenous infusion or therapy.

### 1.22: OXYGEN NASAL CANNULA – PAEDIATRIC



**Description:** Oxygen delivery nasal cannula with 2 prongs and 2m long tubing. Over-the-ear style nasal cannula for paediatrics.

**Use:** For oxygen delivery to patient who is breathing spontaneously.

### 1.23: ALCOHOL SWABS / DISINFECTANT WIPES



**Description:** Non-woven pad, saturated with 0.5ml of 70% Isopropyl alcohol that are individually sealed in laminated foil packaging. In a pack of 200.

**Use:** Used to disinfect skin prior to injection or venipuncture

**1.24: ACCUCHECK® HGT TEST STRIP or equivalent and compatible with Accucheck active glucose test devices**



**Description:** Bottle containing 50 HGT test strips

**Use:** Rapid determination of blood glucose levels

**1.25: STERILE TRAUMA BURN DRESSING (GEL) 200MM X 200MM**



**Description:** 200mm x 200mm foam based dressing. (burn hydrogel dressing)

**Use:** Used to dress burn wounds.

**1.26: LUBRICATING JELLY SACHETS**



**Description:** Sterile lubrication jelly

**Use:** For lubrication in medical procedures

**1.27: CREPE BANDAGE 100X4,5MM / ELASTIC BANDAGE / STRETCH BANDAGE**

**Description:** Woven cotton bandage. Roll. 100mm x 4,5m stretched length.

**Use:** Light compression over dressing.

**1.28: CREPE BANDAGE 75X4,5MM / ELASTIC BANDAGE / STRETCH BANDAGE**

**Description:** Woven cotton bandage. Roll. 75mm x 4,5m stretched length.

**Use:** Light compression over dressing.

**1.29: FIRST AID BANDAGE / DRESSING NO: 2**

**Description:** Bandage measuring 50mm x 1,2m with a pad measuring 75mm x 50mm inside. Pack of 12.

**Use:** Light compression over dressing.

**1.30: FIRST AID BANDAGE / DRESSING NO: 6**

**Description:** Bandage measuring 150mm x 4,5m with a pad measuring 300mm x 2000mm inside. Pack of 12.

**Use:** Light compression over dressing.

**1.31: TRIANGULAR BANDAGE NON-WOVEN**

**Description:** Calico material allows for multiple use. Safety pins included. Individually packed in a barcoded mini grip bag. Natural color.

**Use:** Stabilization of shoulder and clavicle injuries.

**1.32: PAPER TAPE ROLL / DRESSING / PLASTER 25mmX3m**

**Description:** Non-woven Paper. Latex-Free. Hypoallergenic. Excellent air permeability. Extremely easy to tear by hand. Pack of 12.

**Use:** Secure dressings and cover cotton wool balls on injection sites.

**1.33: GAUZE PACK / BOX (NON-STERILE) 100X100MM**



**Description:** Pack or box of 100 X 8 ply 100x100mm non sterile gauze.

**Use:** Wound and burn cleaning and dressing.

**1.34: SANITARY PADS**



**Description:** Packet of 10 looped sanitary pads / maternity towels.

**Use:** To absorb PV bleeding.

**1.35: SPACE BLANKET (Adult Size)**



**Description:** Manufactured from aluminized PET film. Measures 2m x 1.1m.

**Use:** Protection against cold, heat and humidity.

**1.36: CORD CLAMPS (UMBILICAL)**



**Description:** Self-locking hinged plastic clamp. Box of 100.

**Use:** To clamp off umbilical cord before severing. Sterile peel-pack, non-re-usable.

This bid will be **awarded per section** and not per item. For evaluation purposes, the bid will be awarded to the highest scoring bidder. Bidders will be disqualified if no unit price is provided per item within a section.

## SECTION 2: INTRAVENOUS FLUIDS

### 2.1: MODIFIED RINGERS LACTATE 1000ML VACOLITRE

Description: 1000ml vacolitre in a box of 12

Schedule Status: 3

### 2.2: 0,9% NORMAL SALINE 200ML VACOLITRE

Description: 200ml vacolitre in a box of 36

Scheduling Status: 3

### 2.3: 50% DEXTROSE IN WATER VACOLITRE 50ml

Description: 50ml in a pack of 1.

Scheduling Status: 1

This bid will be **awarded per section** and not per item. For evaluation purposes, the bid will be awarded to the highest scoring bidder. Bidders will be disqualified if no unit price is provided per item within a section.

## SECTION 3: PHARMACEUTICALS

### 3.1: ADENOCOR® - 6mg/2ml GLASS VIAL OR GENERIC ADENOSINE PHOSPHATE 6mg/2ml

Description: 6mg/2ml glass vial in a pack of 6  
Schedule Status: 4

### DETAIL OF OFFER (to be completed by Bidder)

Please mark the box for option provided

ADENOCOR® ☐

GENERIC ☐

### 3.2: ADRENALINE 1mg/1ml AMPOULE

Description: 1mg/1ml Ampoule in a pack of 10

Schedule Status: 4

<p><b>3.3: CORDARONE X® 150mg/3ml OR GENERIC AMIODARONE HYDROCHLORIDE 150mg/3ml</b></p> <p>Description: 150mg/3ml glass ampoule in pack of 6</p> <p>Scheduling Status: 4</p>	<p><b>DETAIL OF OFFER (to be completed by Bidder)</b></p> <p>Please mark the box for option provided</p> <p><b>CORDARONE X®</b> <input type="checkbox"/></p> <p><b>GENERIC</b> <input type="checkbox"/></p>
<p><b>3.4: BETA 2 ADRENERGIC STIMULANTS – FENOTEROL 1.25mg/2ml UNIT DOSE VIAL</b></p> <p>Description: 1,25mg/2ml plastic ampoule in a pack of 60</p> <p>Scheduling Status: 3</p>	
<p><b>3.5: BETA 2 ADRENERGIC STIMULANTS – FENOTEROL 0.5mg/2ml UNIT DOSE VIAL</b></p> <p>Description: 0,5mg/2ml plastic ampoule in a pack of 60</p> <p>Scheduling Status: 3</p>	
<p><b>3.6: CALCIUM CHLORIDE 10% 1g/10ml GLASS/PLASTIC AMPOULE</b></p> <p>Description: 1g/10ml glass or plastic ampoule in a pack of 1</p> <p>Scheduling Status: 1</p>	
<p><b>3.7: SOLU-CORTEF® 100mg/2ml OR GENERIC CORTICOSTEROIDS – HYDROCORTISONE 100mg/2ml VIAL</b></p> <p>Description: 100mg/2ml or 4ml inject mix-o-vial in a pack of 20.</p> <p>Scheduling Status: 4</p>	<p><b>DETAIL OF OFFER (to be completed by Bidder)</b></p> <p>Please mark the box for option provided</p> <p><b>SOLU-CORTEF®</b> <input type="checkbox"/></p> <p><b>GENERIC</b> <input type="checkbox"/></p>
<p><b>3.8: DEXTROSE 50%/20ml AMPOULE</b></p> <p>Description: Dextrose 50% in a 20ml ampoule</p> <p>Scheduling Status: 1</p>	



<p><b>3.9: GLYCERYL TRINITRATE – SPRAY CONTAINING 200 X 0.4mg ATOMIZED SPRAYS OR NITROLINGUAL SPRAY 0,4mg/DOSE</b></p> <p>Description: Aerosol bottle containing 200 x 0,4mg atomized sprays in a pack of 1.</p> <p>Scheduling Status: 3</p>	<p><b>DETAIL OF OFFER (to be completed by Bidder)</b></p> <p>Please mark the box for option provided</p> <p><b>GLYCERYL TRINITRATE SPRAY</b> <input type="checkbox"/></p> <p><b>NITROLINGUAL SPRAY</b> <input type="checkbox"/></p>
<p><b>3.10: IPRATROPIUM BROMIDE – 0.25mg/2ml UNIT DOSE VIAL</b></p> <p>Description: 0,25mg/2ml unit dose vial in a pack of 60.</p> <p>Scheduling Status: 3</p>	
<p><b>3.11: IPRATROPIUM BROMIDE – 0.5mg/2ml UNIT DOSE VIAL</b></p> <p>Description: 0,5mg/2ml unit dose vial in a pack of 60.</p> <p>Scheduling Status: 3</p>	
<p><b>3.12: MAGNESIUM SULPHATE - 1g/2ml 50%</b></p> <p>Description: 1g/2ml plastic ampoule in a pack of 100.</p> <p>Scheduling Status: 1</p>	
<p><b>3.13: DORMICUM ® 15mg/3ml OR GENERIC MIDAZOLAM – 15mg/3ml AMPOULE</b></p> <p>Description: 15mg/3ml glass or plastic ampoules in a pack of 5</p> <p>Scheduling Status: 5</p>	<p><b>DETAIL OF OFFER (to be completed by Bidder)</b></p> <p>Please mark the box for option provided</p> <p><b>DORMICUM ®</b> <input type="checkbox"/></p> <p><b>GENERIC</b> <input type="checkbox"/></p>
<p><b>3.14: MORPHINE SULPHATE – 15mg/1ml AMPOULE</b></p> <p>Description: 15mg/1ml glass ampoule in a pack of 10.</p> <p>Scheduling Status: 6</p>	

<b>3.15: ORAL GLUCOSE GEL - 25g GEL SACHET</b>	
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Description: 25g gel sachets or packets.  
Sachets are in a pack of 1. Packets are in a pack of 100 & 500.

Scheduling Status: 1

This bid will be **awarded per section** and not per item. For evaluation purposes, the bid will be awarded to the highest scoring bidder at the total price per section. Bidders will be disqualified if no unit price is provided per item within a section.

#### **4. EVALUATION CRITERIA**

**The bid will be evaluated in three stages. The evaluation will be done as follows:**

**Stage 1: Administrative requirements**

**Stage 2: Mandatory**

**Stage 3: Preferential Point System**

**Stage 1: Administrative responsiveness**

All proposals will be evaluated against administrative responsiveness requirements as set out in the mandatory requirements.

**Stage 2: Mandatory requirements**

The following information must accompany the Bid document. NO EXCEPTIONS

- (i) Proof of license with South African Health Product Regulatory Authority (SAHPRA) to supply medical products.

**Stage 3: Price and preference**

All proposals will be evaluated in terms of the 80/20 preferential procurement system as prescribed, 2017. The system comprises of two elements:

- Price 80 points
- BBBEE contributor level 20 points

#### **5. DELIVERY REQUIREMENTS**

Office of the Divisional Chief: Emergency Medical Services Division  
Emergency Services Headquarters, c/o Government and Beckett Street  
Arcadia  
Pretoria  
Tel: 012 358 4781

Cell: 082 761 7458  
Email: [moiram@tshwane.gov.za](mailto:moiram@tshwane.gov.za)

## 6. PRICING SCHEDULE

### General

- 1.1 The descriptions in this Price Schedule shall be read in conjunction with the specification
- 1.2 The unit price for each item in the Price Schedules shall include supply and delivery.
- 1.3 All material covered by this **specification** shall, wherever possible, be of South African manufacture.
- 1.4 This bid will be **awarded per section** and not per item.
- 1.5 For evaluation purposes, the bid will be awarded to the highest scoring bidder. Bidders will be disqualified if no unit price is provided per item within a section.

### Schedule

SECTION	DESCRIPTION	UNIT	AMOUNT (EXCL VAT)	
			R	c
<b>1</b>	<b>PRE-HOSPITAL SUPPLIES</b>			
1.1	Laryngeal mask size 3.0 (single use)	1		
1.2	Laryngeal mask size 4.0 (single use)	1		
1.3	Laryngeal mask size 5.0 (single use)	1		
1.4	Oxygen face mask 40% (Adult)	1		
1.5	Oxygen face mask 40% (Paediatric)	1		
1.6	Oxygen nebulizer mask (adult) with attached T-piece	1		
1.7	Oxygen nebulizer mask (Paediatric)	1		
1.8	Oxygen non-rebreather mask (Adult)	1		
1.9	Oxygen non-rebreather mask (Paediatric)	1		
1.10	Hypodermic injection needle 20G	Box of 100		
1.11	Hypodermic injection needle 22G	Box of 100		
1.12	Syringe 3ml	Box of 100		
1.13	Syringe 5ml	Box of 100		
1.14	Syringe 20ml	Box of 25		

SECTION	DESCRIPTION	UNIT	AMOUNT (EXCL VAT)	
			R	c
1.15	Intravenous fluid administration set 60 drop with injection port (Paediatric)	1		
1.16	Intravenous fluid administration set IV 20 drop with injection port (Adult)	1		
1.17	16G Intravenous cannula	1		
1.18	18G Intravenous cannula	1		
1.19	20G Intravenous cannula	1		
1.20	24G Intravenous cannula	1		
1.21	Oxygen nasal cannula (Adult)	1		
1.22	Oxygen nasal cannula (Paediatric)	1		
1.23	Alcohol swabs/disinfectant swabs	Pack of 200		
1.24	Accucheck® HGT test strip	Bottle of 50 strips		
1.25	Sterile trauma burn dressing (gel) 200MM X 200MM	1		
1.26	K-Y lubricating jelly sachets	1		
1.27	Crepe bandage 100X4,5MM / elastic bandage / stretch bandage	1		
1.28	Crepe bandage 75X4,5MM / elastic bandage / stretch bandage	1		
1.29	First aid bandage / dressing no 2	Pack of 12		
1.30	First aid bandage / dressing no 6	Pack of 12		
1.31	Triangular bandage non-woven	1		
1.32	Paper tape roll/ dressing/ plaster 25mmx3m	Pack of 12		
1.33	Gauze pack / box (non-sterile) 100X100MM	Box of 100		
1.34	Sanitary pads	Pack of 10		
1.35	Space blanket (Adult Size)	1		
1.36	Cord clamps (umbilical)	Box of 100		
	TOTAL EXCL VAT			
	VAT			
	TOTAL INCL VAT			
SECTION	DESCRIPTION	PACKAGE QUANTITY	AMOUNT (excl VAT)	
			R	c
2.	INTRAVENOUS FLUIDS			
2.1	Modified ringers lactate 1000ml vacolitre	Box of 12		
2.2	0,9% Normal saline 200ml vacolitre	Box of 36		
2.3	50% Dextrose in water vacolitre 50ml	Box of 36		
	TOTAL EXCL VAT			
	VAT			

SECTION	DESCRIPTION	UNIT	AMOUNT (EXCL VAT)	
			R	c
	TOTAL INCL VAT			

SECTION	DESCRIPTION	PACKAGED QUANTITY	AMOUNT EXCL VAT	
			R	c
<b>3.</b>	<b>PHARMACEUTICALS</b>			
3.1	Adenocor® or generic	Pack of 6 ampoules		
3.2	Adrenaline	Pack of 10 ampoules		
3.3	Cordarone X® or generic	Pack of 6 ampoules		
3.4	Beta 2 adrenergic stimulants 1.25mg	Pack of 60 UDV's		
3.5	Beta 2 adrenergic stimulants 0.5mg	Pack of 60 UDV's		
3.6	Calcium chloride 10%	1 Vial		
3.7	Solu-cortef® or generic	Pack of 20 vials		
3.8	Dextrose 50%	1 Ampoule		
3.9	Glyceryl trinitrate spray or nitrolingual spray	1 Aerosol		
3.10	Ipratropium bromide 0.25mg	1 Box of 60 UDV's		
3.11	Ipratropium bromide 0.5mg	1 Box of 60 UDV's		
3.12	Lignocaine hydrochloride (systemic)	Box of 10 Vials		
3.13	Magnesium sulphate	Pack of 100 ampoules		
3.14	Dormicum® or generic	Pack of 5 ampoules		
3.15	Morphine sulphate	Pack of 10 ampoules		
3.16	Oral glucose gel	1 sachet		
3.17	Thiamine hydrochloride	Pack of 10 ampoules		
	<b>TOTAL EXCL VAT</b>			
	<b>VAT</b>			
	<b>TOTAL INCL VAT</b>			

**NB. Items must be priced individually at a cost per unit price. However, for evaluation purposes, the quotation will be awarded to the highest scoring bidder. Bidders will be disqualified if no unit price is provided per item within a section.**

## **7. VALIDITY PERIOD**

The validity period for the tender after closure is 90 days.

## **8. MARKET ANALYSIS**

The City of Tshwane reserves the right to conduct market analysis. Should the city exercise this option, Where a tenderer offers a price that is deemed not to be viable to supply goods or services as required, written confirmation will be made with the tenderer if they will be able to deliver on the price, if a tenderer confirm that they cannot, The tenderer will be disqualified on the basis of being non-responsive. If they confirm that they can deliver, a tight contract to mitigate the risk of non-performance will be entered into with the service provider. Further action on failures by the supplier to deliver will be handled in terms of the contract including performance warnings and listing on the database of restricted suppliers.

The city further reserves the right to negotiate a market related price with a tenderer scoring the highest points. If the tenderer does not agree to a market-related price, the city reserves the right to negotiate a market-related price with the tenderer scoring the second highest points, if the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the third highest points. If a market-related price is not agreed, the city reserves the right to cancel the tender

**MBD1  
COMPULSORY  
PART A  
INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)</b>					
<b>QUOTATION NUMBER:</b>	Q 2-2022-23	<b>CLOSING DATE:</b>	10 August 2022	<b>CLOSING TIME:</b>	10:00
<b>DESCRIPTION</b>	<b>APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY AND OFFLOADING OF EMERGENCY MEDICAL SUPPLIES TO THE CITY OF TSHWANE, EMERGENCY SERVICES DEPARTMENT</b>				
<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).</b>					
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
City of Tshwane Metropolitan Municipality					
Tshwane House					
320 Madiba Street					
Pretoria					
<b>GPS coordinates:</b> 25.750151°S, 28.173666°E					
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]		
SIGNATURE OF BIDDER	.....		DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>			<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>		
DEPARTMENT	Supply Chain Management		CONTACT PERSON	Dr Robin Charles	
CONTACT PERSON	Josia Masenya				
TELEPHONE NUMBER	012 358 0658		TELEPHONE NUMBER	012 358 6222	
			E-MAIL ADDRESS	<a href="mailto:robinc@tshwane.gov.za">robinc@tshwane.gov.za</a>	
E-MAIL ADDRESS	<a href="mailto:josiasma@tshwane.gov.za">josiasma@tshwane.gov.za</a>				

**MBD1  
COMPULSORY  
PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1.</b>	<b>BID SUBMISSION:</b>
1.1	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2	<b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE</b>
1.3	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
<b>2.</b>	<b>TAX COMPLIANCE REQUIREMENTS</b>
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
<b>3.</b>	<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>
3.1	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.2	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.3	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.4	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.5	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
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 ABOVE.	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.  
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....



**MBD 4  
COMPULSORY**

**DECLARATION OF INTEREST**

1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
  - 3.1 Full Name of bidder or his or her representative: .....
  - 3.2 Identity Number: .....
  - 3.3 Position occupied in the Company (director, trustee, hareholder<sup>2</sup>) .....
  - 3.4 Company Registration Number: .....
  - 3.5 Tax Reference Number: .....
  - 3.6 VAT Registration Number: .....
  - 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
  - 3.8 Are you presently in the service of the state? **YES / NO**
    - 3.8.1 If yes, furnish particulars.  
.....  
.....

<sup>1</sup> MSCM Regulations: "in the service of the state" means to be –  
(a) a member of –

- (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
  - (c) an official of any municipality or municipal entity;
  - (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
  - (e) a member of the accounting authority of any national or provincial public entity; or
  - (f) an employee of Parliament or a provincial legislature.

<sup>2</sup> Shareholder" means a person who owns shares in the company and is actively involved in

the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES/NO**

3.9.1 If yes, furnish particulars.

.....  
.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?  
**YES / NO**

3.10.1 If yes, furnish particulars.

.....  
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?  
**YES / NO**

3.11.1 If yes, furnish particulars.

.....  
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?  
**YES / NO**

3.12.1 If yes, furnish particulars.

.....  
.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state?  
**YES / NO**

3.13.1 If yes, furnish particulars.

.....  
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.  
**YES / NO**

3.14.1 If yes, furnish particulars:

.....  
.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....  
**Signature**

.....  
**Date**

.....  
**Capacity**

.....  
**Name of Bidder**

**COMPULSORY****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
- 1.2 The value of this bid is estimated **not to exceed** R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable.
- 1.3 Preference points for this bid shall be awarded for:
- (a) Price; and
  - (b) B-BBEE Status Level of Contribution.
- 1.4 The maximum points for this bid are allocated as follows:

	POINTS
<b>PRICE</b>	<b>80</b>
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	<b>20</b>
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

- 1.5 Failure on the part of a bidder to submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or a sworn affidavit confirming annual turnover and level of black ownership in case of an EME and QSE 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.

**2. DEFINITIONS**

- (a) **“all applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (d) **“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 services, works or goods, through price quotations, advertised competitive bidding processes or proposals;

- (e) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003) as amended by Act No 46 of 2013;
- (f) **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- (g) **“consortium or joint venture”** 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;
- (h) **“contract”**Error! Bookmark not defined. means the agreement that results from the acceptance of a bid by an organ of state;
- (i) **“EME”** means an Exempted Micro Enterprise as defines by Codes of Good Practice issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (j) **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- (k) **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- (l) **“non-firm prices”** means all prices other than “firm” prices;
- (m) **“person”** includes a juristic person;
- (n) **“QSE”** means a Qualifying Small Enterprise as defines by Codes of Good Practice issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 ( Act No. 53 of 2003);
- (o) **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- (p) **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- (q) **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- (r) **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- (s) **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;.
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

### 4. POINTS AWARDED FOR PRICE

#### 4.1 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<sub>s</sub> = Points scored for comparative price of bid under consideration

P<sub>t</sub> = Comparative price of bid under consideration

P<sub>min</sub> = Comparative price of lowest acceptable bid

### 5. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

- 5.1 In terms of Regulation 5 (2) and 6 (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 (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 5.2 A bidder who qualifies as an EME in terms of the B-BBEE Act must submit a sworn affidavit confirming Annual Total Revenue and Level of Black Ownership.
- 5.3 A Bidder other than EME or QSE must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.

- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary Institutions and Public Entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

## 6. BID DECLARATION

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

## 7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 5.1

- 7.1 B-BBEE Status Level of Contribution: = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or a sworn affidavit.

<b>Designated Group: An EME or QSE which is at least 51% owned by:</b>	<b>EME</b> √	<b>QSE</b> √
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		
<b>OR</b>		
Any EME		
Any QSE		

**8. SUB-CONTRACTING**

8.1 Will any portion of the contract be sub-contracted?

*(Tick applicable box)*

YES		NO	
-----	--	----	--

8.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted .....%
- ii) The name of the sub-contractor .....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME.

*(Tick applicable box)*

YES		NO	
-----	--	----	--

**9. DECLARATION WITH REGARD TO COMPANY/FIRM**

9.1 Name of company/firm: .....

9.2 VAT registration number: .....

9.3 Company registration number: .....

9.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

9.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

**Municipality where business is situated:** .....

**Registered Account Number:** .....

**Stand Number:** .....

9.8 Total number of years the company/firm has been in business: .....

9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing 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 paragraph 7, 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 –
  - (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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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. ....
- 2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS .....

.....

.....

**CONTRACT FORM - PURCHASE OF GOODS/WORKS**

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.**

**PART 1 (TO BE FILLED IN BY THE BIDDER)**

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution) ..... in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....  
 CAPACITY .....  
 SIGNATURE .....  
 NAME OF FIRM .....  
 DATE .....

**WITNESSES**

1. ....  
 2. ....  
 DATE: .....

**CONTRACT FORM - PURCHASE OF GOODS/WORKS****PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as..... accept your bid under reference number .....dated.....for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

**WITNESSES**

1. ....

2. ....

DATE: .....

## COMPULSORY

### DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
  - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
  - b. been convicted for fraud or corruption during the past five years;
  - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?  (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).  <b>The Database of Restricted Suppliers now resides on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  <b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

### CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME) .....  
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION  
FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION  
MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE  
FALSE.**

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - a. take all reasonable steps to prevent such abuse;
  - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:  
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. 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>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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.

<sup>3</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.



10. 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.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

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