

REQUEST FOR QUOTATION

YOU ARE HEREBY INVITED TO SUBMIT QUOTATIONS FOR THE REQUIREMENTS OF THE DEVELOPMENT BANK OF SOUTHERN AFRICA LIMITED	
BID NUMBER:	RFQ011/2023
RFQ ISSUE DATE:	Wednesday, 15 February 2023
COMPULSORY BRIEFING	<p>24 February 2023 at 10:00am Microsoft Teams meeting Click here to join the meeting Meeting ID: 347 265 765 614 Passcode: HTYuVg Download Teams Join on the web</p>
CLOSING DATE AND TIME:	Monday, 06 March 2023 AT 23H55pm
RFQ VALIDITY PERIOD	90 DAYS
DESCRIPTION	APPOINTMENT OF A CREDIBLE SERVICE PROVIDER TO ASSIST THE DEVELOPMENT BANK OF SOUTHERN AFRICA WITH THE INFRASTRUCTURE NEEDS ASSESSMENT IN SOUTH AFRICAN TOWNSHIPS UNDER METROPOLITAN MUNICIPALITIES: 1994 – 2022 RESEARCH PROJECT
ELECTRONIC BID SUBMISSIONS	<ol style="list-style-type: none"> 1. Bidders are advised to request submission link and all other enquiries to Tumim@dbsa.org – ONLY 2. No tender submission link requests and any queries will be accepted after 16h00 on 01 March 2023. Any requests after the stipulated date and time will be disregarded. 3. Bidders will thereafter receive a OneDrive Link to upload their tender submission documents electronically.

	4. Bidders who have received submission Links that have errors, will be provided with new Links for use.
TENDER TECHNICAL AND GENERAL QUERIES	E-mail address: tumim@dbsa.org
COMPLAINTS ABOUT THIS RFQ OR TENDER PROCESS	E-mail address: scmqueries@dbsa.org

Bidders must acknowledge receipt of this RFQ on the above contact details. NB: All enquiries regarding this RFQ must be forwarded to the stated email address above within the day after the RFQ has been issued. No enquiries from bidders will be entertained after the closing date of this RFQ and during the subsequent evaluation processes. DBSA however reserves the right to clarify any information with any bidder regarding their response to this RFQ. All responses must be submitted to the above-mentioned address at the time specified.



The Development Bank of Southern Africa has a Zero Tolerance on Fraud and Corruption. Report any incidents of Fraud and Corruption to Whistle Blowers on any of the following:

TollFree : 0800 20 49 33
Email : dbsa@whistleblowing.co.za
Free Post : Free Post KZN 665 | Musgrave | 4062
SMS : 33490

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ORIGINAL AND VALID B-BBEE STATUS LEVEL	TICK APPLICABLE BOX]	ORIGINAL STATUS AFFIDAVIT	B-BBEE LEVEL SWORN	[TICK BOX]	APPLICABLE

VERIFICATION CERTIFICATE OR ORIGINAL CERTIFIED COPY	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
[AN ORIGINAL AND VALID B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
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 THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS PLEASE COMPLETE AS PER SECTION 3 OF THE TERMS AND CONDITIONS BELOW			

TERMS AND CONDITIONS FOR BIDDING

1. RFQ SUBMISSION
<p>a. BIDS MUST BE SUBMITTED VIA ONE DRIVE LINK. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>b. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE</p> <p>c. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.</p> <p>d. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</p> <p>e. PARTICIPATION IN THE TENDER PROCESS IS SUBJECT TO COMPLIANCE WITH THE TENDER CONDITIONS CONTAINED IN THIS RFQ DOCUMENT.</p> <p>f. THE SUCCESSFUL BIDDER MAY BE REQUIRED TO CONCLUDE A FORMAL WRITTEN CONTRACT WITH THE DBSA DEPENDING ON THE NATURE OF THE SERVICES TENDERED FOR.</p> <p>g. IF THE BIDDER'S SUBMISSION OF A QUOTATION IS SUCCESSFUL, THE DBSA SHALL APPOINT THE BIDDER TO EXECUTE OR PROVIDE THE REQUIRED SERVICES OR GOODS. WHERE NO FORMAL WRITTEN CONTRACT IS REQUIRED TO BE CONCLUDED WITH THE SUCCESSFUL BIDDER, THE DBSA SHALL PLACE A PURCHASE ORDER WITH THE BIDDER AND THE AFORESAID GENERAL CONDITIONS OF CONTRACT SHALL APPLY TO ANY</p>

SUBSEQUENT PURCHASE ORDER. IN THE EVENT THAT A FORMAL WRITTEN CONTRACT IS REQUIRED TO BE CONCLUDED WITH THE BIDDER, THE PARTIES SHALL EXECUTE A SERVICE CONTRACT AND THEREAFTER THE DBSA SHALL PLACE A PURCHASE ORDER.

- h. NO SERVICES MUST BE RENDERED OR GOODS DELIVERED BEFORE AN OFFICIAL DBSA APPOINTMENT LETTER HAS BEEN ISSUED, A SERVICE CONTRACT SIGNED WHERE APPLICABLE, AND A PURCHASE ORDER HAS BEEN RECEIVED BY THE SUPPLIER.
- i. LATE AND INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED.
- j. ANY BIDDER WHO HAS REASONS TO BELIEVE THAT THE RFQ SPECIFICATION IS BASED ON ANY SPECIFIC BRAND MUST INFORM DBSA IN WRITING BEFORE THE RFQ CLOSING DATE. IT SHOULD HOWEVER, BE NOTED THAT DBSA RESERVES THE RIGHT TO ISSUE BRAND SPECIFIC SPECIFICATIONS "EQUIVALENT" / REQUIREMENTS TENDER.
- k. BIDDERS ARE REQUIRED TO COMPLETE ANNEXURE B FOR ALL PRICE QUOTATIONS EXCEEDING THE VALUE OF R30 000 (VAT INCLUDED) AND ATTACH TO THE FUNCTIONAL/TECHNICAL PROPOSAL WHERE THE TENDERING PROCESS WILL USE A ONE ENVELOPE SYSTEM.
- l. BIDDERS ARE ALSO REQUIRED TO COMPLETE AND SIGN ALL DECLARATIONS AS PART OF THE RFQ DOCUMENTATION PACK THE STANDARD BIDDING DOCUMENTS (SBD) PRESCRIBED BY THE NATIONAL TREASURY ATTACHED AS ANNEXURE C.
- m. THE SUCCESSFUL BIDDER WILL BE THE BIDDER THAT SCORES THE HIGHEST NUMBER OF POINTS IN THE PRICE AND PREFERENCE EVALUATION, UNLESS THE DBSA EXERCISES ITS RIGHT TO CANCEL THE RFP, IN LINE WITH THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.
- n. ALL PRICES MUST BE QUOTED IN SOUTH AFRICAN RAND (ZAR)
- o. THE COST OF MARKETING AND ADVERTISING, AND OTHER CHARGES MUST BE INCLUDED IN THE TOTAL PRICE QUOTED, IF THESE ITEMS ARE REQUESTED AS PART OF THE DBSA COST TEMPLATE / MODEL OF THIS RFQ. BIDDERS SHOULD UNDER NO CIRCUMSTANCES INCLUDE ANY ADDITIONAL COST ELEMENTS WHICH HAVE NOT SPECIFICALLY BEEN REQUESTED FOR AS PART OF THIS RFQ. IF ADDITIONAL ITEMS ARE SUGGESTED BY ANY BIDDER, THEN THESE ITEMS MUST BE SEPARATELY SPECIFIED WITH A CLEAR MOTIVATION OF WHY THESE ADDITIONAL ITEMS MAY BE REQUIRED. IT SHOULD ALSO BE FURTHER STATED WHETHER THE WORKABILITY OF THE SOLUTION PROPOSED IS DEPENDENT ON SUCH ADDITIONAL ITEMS OR NOT.
- p. BIDDERS ARE ALSO REQUESTED TO SEPARATELY PROVIDE A DETAILED COST BREAKDOWN OF ALL ITEMS TO BE PROVIDED AS PART OF THEIR RESPONSE TO THIS RFQ, WHICH CLEARLY DEPICTS THE ITEM DESCRIPTION (BRAND NAME, PRODUCT CODE) AND ASSOCIATED QUANTITIES. FAILURE TO PROVIDE THIS INFORMATION WILL INVALIDATE THE RFQ RESPONSE ON THE BASIS OF INCOMPLETENESS. THE TOTAL

COST OF THE RFQ RESPONSE BASED ON THE DBSA COST TEMPLATE / MODEL SHOULD EXACTLY MATCH THE TOTAL COST OF THE DETAILED COST BREAKDOWN. IN THE EVENT OF ANY DISCREPANCIES, THEN THE HIGHER AMOUNT OF THE 2 DOCUMENTS WILL BE USED AS BASIS FOR THE PRICE EVALUATIONS OF THIS RFQ RESPONSE.

2. TAX COMPLIANCE REQUIREMENTS

1. BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
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.
3. APPLICATION FOR TAX COMPLIANCE STATUS (TCS) 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.
4. BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
5. IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
6. WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
7. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

8. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
9. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
10. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
11. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

4. COMPLIANCE REQUIREMENTS

1. All BIDDER MUST SUBMIT THEIR ORIGINAL AND VALID BBBEE STATUS LEVEL VERIFICATION CERTIFICATE OR ORIGINAL CERTIFIED COPY OR ORIGINAL SWORN AFFIDAVIT THEREOF, SUBSTANTIATING THEIR BBBEE STATUS.
2. THE SUBMISSION OF SUCH CERTIFICATES MUST COMPLY WITH THE REQUIREMENTS OF INSTRUCTIONS AND GUIDELINES ISSUED BY THE NATIONAL TREASURY AND MUST BE IN

ACCORDANCE WITH THE APPLICABLE NOTICES PUBLISHED BY THE DEPARTMENT OF TRADE AND INDUSTRY IN THE GOVERNMENT GAZETTE.

5. PRE-QUALIFICATION CRITERIA

- a. THE FOLLOWING PRE-QUALIFYING CRITERIA WILL BE APPLIED, BIDDERS WHO DO NOT MEET ALL OF THE PRE-QUALIFYING CRITERIA WILL NOT BE EVALUATED FURTHER:

Responsiveness Criteria		Prequalifying Criteria	Applicable to this Tender (Y/N)
1	Adherence in submitting Tender as two stages folders (Folder 1 - Functionality & Folder 2 - Price proposal)	Pre-Qualifier	Y
2	Attendance registers for Compulsory Briefing session – via Microsoft Teams	Pre-Qualifier	Y

- b. Tenderers who do not adhere to the response time indicated for clarification inquiries by the Employer will be deemed non-responsive and not be evaluated further.

Responsiveness Criteria		Clarification Time	Applicable to this Tender (Y/N)
4	Standard conditions of tender as required.	1 Week	Y
5	Returnable documents completed and signed.	1 Week	Y
6	Submission of Proof of Registration with National Treasury Central Supplier Database (CSD) Summary Report or A Valid and Active Tax Compliance Status Pin issued by SARS for Tax Compliance Status Verification: N.B - Bidder must be fully registered & tax compliant to do business with the DBSA.	1 Week	Y

6. FUNCTIONAL EVALUATION

Refer to page 22 to 25 for detailed functional evaluation criteria

7. PRICE AND PREFERENCE EVALUATION

- a. THIS RFQ WILL BE EVALUATED IN TERMS OF THE 80/20 PREFERENCE POINT SYSTEM PRESCRIBED BY THE PREFERENTIAL PROCUREMENT REGULATIONS 2017 AS AMENDED. THE ALLOCATION OF POINTS WILL BE AS FOLLOWS:

PRICE	80
BEE	20
TOTAL	100 POINTS

8. ORAL PRESENTATIONS

- BIDDERS WHO SUBMIT BIDS IN RESPONSE TO THIS RFQ MAY BE REQUIRED TO GIVE AN ORAL PRESENTATION, WHICH MAY INCLUDE, BUT IS NOT LIMITED TO, A MARKETING PROPOSAL DEMONSTRATION OF THEIR PROPOSAL TO DBSA. THIS PROVIDES AN OPPORTUNITY FOR THE BIDDER TO CLARIFY OR ELABORATE ON THEIR PROPOSAL. THIS IS A FACT FINDING AND EXPLANATION SESSION ONLY AND DOES NOT INCLUDE NEGOTIATION. DBSA SHALL SCHEDULE THE TIME AND LOCATION OF THESE PRESENTATIONS.
- ORAL PRESENTATIONS ARE AN OPTION OF DBSA AND MAY OR MAY NOT BE CONDUCTED. IF SUCH PRESENTATIONS OR PRODUCT DEMONSTRATIONS ARE REQUIRED, THEN THE COST TO SET UP THESE SESSIONS WILL BE BORNE BY THE BIDDER. IT SHOULD ALSO BE NOTED THAT WHERE A BIDDER CAN ONLY FACILITATE SUCH PRESENTATION AND DEMONSTRATION SESSIONS ABROAD OR EVEN BEYOND THE PROVINCIAL BORDERS OF GAUTENG, THEN ANY ASSOCIATED SUBSISTENCE AND TRAVELING COST OF THE DBSA BID EVALUATION TEAM, WILL BE FOR THE ACCOUNT OF THE BIDDER.

9. REASONS FOR DISQUALIFICATION

- a. DBSA RESERVES THE RIGHT TO DISQUALIFY ANY BIDDER WHICH DOES ANY ONE OR MORE OF THE FOLLOWING:
 - i. BIDDERS WHO SUBMITTED INCOMPLETE INFORMATION AND DOCUMENTATION ACCORDING TO THE REQUIREMENTS OF THIS RFQ;
 - ii. BIDDERS WHO SUBMITTED INFORMATION THAT IS FRAUDULENT, FACTUALLY UNTRUE OR INACCURATE, FOR EXAMPLE MEMBERSHIPS THAT DO NOT EXIST, BEE CREDENTIALS, EXPERIENCE, ETC.;
 - iii. BIDDERS WHO RECEIVED INFORMATION NOT AVAILABLE TO OTHER VENDORS THROUGH FRAUDULENT MEANS; AND/OR
 - iv. BIDDERS WHO DO NOT COMPLY WITH ANY OTHER *REQUIREMENTS* AS STIPULATED IN THIS RFQ DOCUMENT.
 - v. BIDDERS WHO SUBMIT RESPONSE AFTER THE STIPULATED SUBMISSION DATE AND TIME.

10. RIGHT TO CANCEL

DBSA RESERVES THE RIGHT TO CANCEL OR REJECT ANY QUOTE AND NOT TO AWARD THE RFQ TO THE LOWEST BIDDER OR AWARD PARTS OF THE RFQ TO DIFFERENT BIDDERS, OR NOT TO AWARD THE RFQ AT ALL.

11. DECLARATION BY BIDDER

I, _____ THE _____ UNDERSIGNED
(NAME).....CERTIFY THAT:

1. I HAVE READ, UNDERSTOOD AND UNCONDITIONALLY ACCEPT THE CONDITIONS OF THIS RFQ.
2. I HAVE SUPPLIED THE REQUIRED INFORMATION AND THE INFORMATION SUBMITTED AS PART OF THIS RFQ IS TRUE AND CORRECT.

.....

SIGNATURE OF BIDDER

CAPACITY UNDER WHICH THIS BID IS SIGNED:


.....

(PROOF OF AUTHORITY MUST BE SUBMITTED E.G. COMPANY RESOLUTION)

DATE:

TERMS OF REFERENCE (TOR)

Terms of Reference (ToRs) for a Project in the Research Schedule and Conversations of the Knowledge Management and Research (KMR) Unit for the 2022/23 FY



1. Introduction

These terms of reference define the scope of research work for the *Infrastructure Needs Assessment in South African Townships under Metropolitan Municipalities: 1994 - 2022* project. The objective of this exercise is to profile present and prospective conditions, needs and costs regarding local government, provincial and national capital facilities. The plethora of development policy documents in our landscape like the *Reconstruction and Development Programme* (RDP), the *Local Government White Paper* (LGWP) and the *National Development Plan* (NDP) to name a few, all point to the centrality of infrastructure as the decisive variable in respect of development and addressing needs resulting from backlogs. In our context, backlogs are the infrastructure needs that correct the apartheid induced racial deficiencies related to infrastructure capacity and condition to serve the existing population. It is in this sense then that the view that “investment in capital facilities and other infrastructure is one of the most powerful tools available to implement comprehensive plans for development and redevelopment” is an uncontested maxim globally¹.

Given the centrality of infrastructure to the development equation, what is its most inclusive definition? A comprehensive definition is that it includes all those capital facilities and land assets under public ownership, or operated or maintained for public benefit, that are necessary to support development and redevelopment and to protect public health, safety, and welfare². For purposes of this assessment, infrastructure systems are limited to the sectors of water and sanitation, energy, transport, information, and communication technology (ICT), health, education (basic and tertiary), and human settlements which are the totality of the seven (7) Bank mandated primary and secondary sectors.

Table 1: Elements of the Questionnaire for the Assessment of Needs for Infrastructure Services in Townships³

Infrastructure Services	Questions for Subjective Evaluation	Examples of Infrastructure Elements
General evaluation of quality and standard of infrastructure in the specific township	To determine the respondents' general views towards the general quality and standard of infrastructure in their township	All seven (7) Bank mandated infrastructure sectors
Energy	To assess the availability and reliability of supply of electricity services by the Department of Mineral Resources and Energy (DMRE)	Municipality, Eskom, DMRE
Water and Sanitation	To assess the quality of the transmission, distribution, and treatment of the water supply by the Department of Water Affairs and Sanitation (DWAS)	Municipality, Water Board, DWAS

Transport	To analyse the respondents' views towards the efficiency, cost, safety, and timeliness of transportation services by the Department of Transport (DoT)	Department of Transport, Metrorail, provincial bus, and taxi services
Information and Communications Technologies (ICT)	To analyse the respondents' views on the of the quality and reliability of communications services provided by the Department of Communications (DoC)	Telkom, MTN, Vodacom and Cell C
Education	To determine the respondents' views towards the quality of services provided by the Department of Basic Education (DBE)	Department of Basic Education schools (lower, higher primary, secondary and high schools)
Health	To determine the respondents' views towards the quality and effectiveness of services provided by the Department of Health (DoH)	Department of Health service delivery facilities, namely hospitals and clinics
Human Settlements	To assess the respondents' views towards the quality and effectiveness of services provided by the Department of Human Settlements (DHS)	Housing Development Agency (HDA), Public housing sites

In addition to the delineated sectors above, the following are recommended as the defining criteria for consistency of definition of infrastructure, namely:

- Facilities and assets that are publicly owned or that serve the public.
- Systems or facilities and assets whose needs are generated by and which are necessary to support development and redevelopment encouraged by all spheres of Government.
- Facilities and assets that may influence the form or the location of development and redevelopment.
- Capital facilities with a high fixed cost and a long service life.
- Facilities and assets that are directly and substantially related to protecting public health, safety, and welfare.

To conclude this section, we list below the various categories of adjectives in relation to infrastructure needs for consistency of use and common reference point throughout this exercise.

Infrastructure needs refer to the capital costs associated with ensuring the continued protection of public health through rehabilitation/construction of facilities needed for continued provision of a service to the residents of the specific township(s).

Current infrastructure needs refer to new facilities or projects to address deficiencies in existing facilities for which construction should begin as soon as possible to avoid a threat of public health to the residents of the specific township(s)

Future infrastructure needs refer to infrastructure deficiencies that a system expects to address in the next two (2) decades or so because of the predictable deterioration of facilities. These needs do not include infrastructure needs that are current to the residents of the specific township(s).

Existing infrastructure refers to infrastructure that is in place, that is fully installed and is providing a service to the residents of the specific township(s).

New infrastructure refers to infrastructure that is not in place currently and is therefore not providing a service to the residents of the specific township(s).

2. BACKGROUND

The intellectual concern with infrastructure in townships is a corollary notion to that of township economies that is currently *en vogue* and it is our view that infrastructure and the role thereof as a link in this chain is both invisible and underemphasized. In the view of the National Treasury⁴, Metros have a critical role to play in the establishment and enhancement of township economies as part of a city-wide strategy. The township economy initiative arises out of the acknowledgement of uneven development with opportunities and facilities skewed against townships and in favour of the main urban areas. Focusing on township economies is an assertion of the need for a dedicated focus in the interests of leveling the playing field and circumventing the spatial disadvantages imbued on townships by the apartheid legacy.

The main aims of the township economy concept and idea are as follows:

The *enhancement of incomes* through the location and concentration of economic activity within the townships instead of residents having to commute to the cities to be part of such activities. The dividend from entrenching economic activity in townships in that it creates a virtuous circle where

entrepreneurs, workers and consumers are all on the benefitting end. There are more profits for entrepreneurs, increased choices for consumers as well as better wages for workers.

The *strengthening of the accumulation of assets* where security of tenure is improved with increased investments and upgrading of business facilities as well as improvements with homes, vehicles, and equipment. This then creates a strong asset base for entrepreneurs, making them less vulnerable to economic downturns. The last component involves strengthening the enabling environment so that there can be all around growth through a mutually reinforcing cycle of the abovementioned elements as well as others. The current project is to elevate the status of infrastructure as an enabler and essential component for township economies to survive and thrive as well.

⁴ Hunter, R., (n.d.) Township Economic Development: A Framework for the Development of Metro Strategies (Township Economic Series # 5)

3. RESEARCH GOALS

The research goals are to conduct a sequence of unique but interrelated activities, with each culminating in different types of outputs.

3.1 The first research goal is the production of a pre-assessment report that provides an overview of the infrastructure landscape across the seven (7) Bank mandated sectors in the designated largest townships in the eight (8) Metro. The content of the report will include the following:

- Profiling current conditions and estimates of future needs and costs for components of infrastructure that support the development and redevelopment of the specific townships
- Analysing revenues for capital investment trends
- Incorporating the qualitative findings from the focus groups
- Providing a conceptual and informational framework for future reassessments and for shorter-term determinations of specific needs
- Recommending an approach to infrastructure decision making that may lead to reduction in future needs and better use of existing and future infrastructure systems

3.2 The data collection method for this needs assessment will be the focus group method whereby designated respondents will be interviewed collectively in one setting and their assessment of the various infrastructure sectors will be detailed into a report looking at both current needs and experiences in infrastructure as against prospective and desired ones. It is the view here that the one focus group in the largest township of each of the Municipalities will focus on all the seven (7) infrastructure sectors simultaneously. Participants will therefore be chosen on the strategic basis of relevance and ability to provide feedback on specific sector experiences based on their involvement therein as entrepreneurs or as users

4 SCOPE OF WORK

The South African Constitution provides for three categories of municipalities, namely metropolitan, district and local municipalities and they are all focused on growing local economies and providing infrastructure and service. As directed by the Constitution, the *Local Government Municipal Structures Act, 1998 (Act 117 of 1998)* contains criteria for

determining when an area must have a Category A municipality (Metropolitan municipalities) and when municipalities fall into Categories B (Local municipalities) or C (District municipalities). The Act also determines that Category A municipalities can only be established in metropolitan areas, and this is where most settlements called townships can be found.

What are Townships?

Townships are urban settlements for Black Africans in cities that are by design built a distance away from the centre of the city leaving residents with no option but to commute daily to work using the prohibitively costly transport fares. They are a product of the separate development doctrine and the now defunct Group Areas Act which regarded black Africans as temporary sojourners to the city. This spatial dynamic of blacks being far away from infrastructure and industrial centres has been perpetuated in the post-apartheid era as large-scale housing projects have been enabled by cheap land in the outlying areas⁵. While the term 'township' is used in a generic sense, what is often ignored is the variability and idiosyncrasies embodied by each township to the point where commonalities reach a limit. Some areas of difference are very material from a social, infrastructural, and economic perspective and should not be underestimated and the divergences can include:

- the quality (and quantity) of socio-economic infrastructure
- their distance from industrial and commercial areas
- the level of income differentiation
- the nature of the available skills-set
- size and history
- the extent and character of existing economic activity
- the nature of tenure arrangements and the scale of informal housing⁶

Townships are found under all categories and types of municipalities, but the scope will be confined to the metropolitan category of cities which are as follows:

Metropolitan Municipalities

Municipality	Largest Township
Buffalo City	Mdantsane Township
City of Cape Town	Khayelitsha Township
City of Joburg	Soweto Township
City of Tshwane	Mamelodi Township
Ekurhuleni	Katlehong Township
eThekweni	Umlazi Township
Mangaung	Mangaung Township
Nelson Mandela Bay	KwaNobuhle Township

Source: IHS Markit

These Metropolitan areas will constitute the sample universe for the infrastructure needs assessment and the focus group participants will also be sampled from same. The line of inquiry will follow this pattern of analysis:

4.1 Profiles current conditions and estimates of future needs and costs

- Key informant interviewing with relevant state officials across the three spheres.
- Focus groups with townships and practitioners in the specific infrastructure sectors.

4.2 Estimates needs in terms of both

- Units of service or capacity (classrooms, acres) for capital facilities and land assets
- Rand costs without regard to funding source

4.3 Defines needs as

- *Present needs*, consisting of backlog needs to correct existing deficiencies to serve existing residents and jobs and rehabilitation needs for recurring, periodic improvement, or replacement of capital facilities to keep existing infrastructure in service.
- *Prospective needs*, consisting of needs to provide and maintain new infrastructure to serve anticipated future development and redevelopment and to respond to changes in standards of service.

⁵ Hunter, R. (n.d.) Township Economic Development: A Framework for the Development of Metro Strategies (Township Economic Series # 5, Cities Support Programme (CSP) National Treasury)

⁶ *ibid*

5 METHODOLOGY

The most suitable approach for this study is a social survey where a representative and random sample can be derived with findings deemed true and representative of the total populations in the respective townships. The prohibitively costly nature of surveys rules out this possibility, meaning that an alternative technique be utilized. A useful replacement in this instance is that of focus groups that can be drawn from the populations of the various township constituents. Most surveys are used initially in this manner to establish a baseline. Subsequent surveys and their findings are then compared against this baseline to measure either progress or deterioration over time.

What is proposed instead is the selection of all the specified townships and a comprehensive inquiry on the 7 sectors tied to it. It is through an innovative approach of this nature that the findings in their totality can provide us with a national profile of township infrastructure provision in a manner akin to a survey, albeit with less statistical accuracy.

The purpose of focus groups is “to collect information from a small group in a systematic and structured format. An effective focus group is designed around a clear and specific goal and participants interact with a facilitator who presents the participants with questions designed to yield insight into current or desired results in relation to a specific topic or issue”⁷. Focus groups can be used for a variety of purposes including to do the following:

- Collect information on current performance
- Validate the results of a survey
- Define the desired result
- Identify potential solutions
- Define strengths and weaknesses of potential solutions

All the above characteristics of focus groups are compatible with the approach of this undertaking as the focus groups will be held further to the drafting of the pre-assessment reports with the focus groups utilized as a sounding board for the preliminary findings. In addition to the general uses of focus groups listed above, they also possess other advantages that render them utile for this study. For one, multiple respondents will be interviewed at once. Secondly, the discussions will allow focus group members to build on each other’s comments and reactions which then yields a synergy of discussion around topics or themes. Lastly, focus groups can also help people come to consensus and make decisions that are otherwise challenging like prioritizing needs. These attributes then render this technique the preferable alternative to the survey method option.

⁷ Watkins, R., et.al. (n.d.) A Guide to Assessing Needs: Essential Tools for Collecting Information, Making Decisions, and Achieving Development Results Washington, DC: World Bank

6 INITIAL LITERATURE REVIEW

There is an intimate relationship between infrastructure and notions of citizenship in Soweto which has tended to shift over time as the political dynamics shift as well. For example, the nature of this relationship under apartheid rule is different from that under the democratic dispensation⁸. According to this view, infrastructure plays a significant role in political expectations in democratic South Africa and issues of access to basic services, housing evictions and unemployment still characterize the everyday life of Soweto. Though the argument is pivoted on Soweto as a case study, it is hard to fathom why the dynamics would be different for any other South African township and the assumption can only be that Soweto is focused upon for illustrative purposes. The multi-layered aspects of the argument are as follows:

The top layer refers to infrastructural power, which concept refers to the state's ability to extend its power over society through the infiltration into the society of the infrastructures of command and rules important. The command structure of this process also includes hard infrastructure of roads, education, etc. and is routinised in the same manner and form for them.

The second layer avers that infrastructure can also be used as a way of excluding certain forms of citizenship and how it is provided (or not provided) can also have an impact upon the citizen's subjective relationships with the state. In democratic South Africa, the extension of basic services has been a very important form of extending citizenship rights for example. The promise of a better life has been the basis for inclusion and an extension of citizenship.

The apartheid dispensation was an exercise in exclusion for the majority and inclusion for the minority through the separate development doctrine. Subsequent initiatives have all been vexed with the question of reversing this legacy and creating a stake for the formerly disenfranchised. The RDP consolidated succinctly the demands of the civic movement forebears on matters of spatial dynamics and critiques of the apartheid city. The *Urban Development Strategy* (UDS) took matters forward and articulated post-apartheid urban policy and integrated planning. A lot of its ideas were then encapsulated in the *Local Government White Paper* which went beyond a focus on infrastructure and service delivery to incorporate participative planning and development. Progressively, the effect of these developments was to define citizenship in terms of the state's capacity to deliver infrastructure.

Struggles over access to services that later ensued in Soweto and other townships essentially embodied the imposition of boundaries between those with access and those without. The following quote is apt in this regard:

“THE CONTESTATION OVER ELECTRICITY IN SOWETO IN THE EARLY TO MID-2000S WAS SIMULTANEOUSLY A CONTESTATION ABOUT THE SUBSTANCE OF CITIZENSHIP. THERE IS THE LEGITIMATION OF THE ORDINARY, THE UNIMPORTANT AND THE EXCLUDED”

The current study will therefore be enlightening in respect of this dynamic as residents will be required to indicate their assessment of the quality of the services they are accessing. Their subjective perceptions of the quality of the services will be a litmus test of where they locate themselves on the citizenship continuum based on their ratings of the service(s).

⁸ Wafer, A., 2012. “Discourses on Infrastructure and Citizenship in Post-Apartheid Soweto” *Urban Forum* 23:233- 243

7 INTERVIEWS

An interview guide will be developed for use with the following respondents for the compilation of the pre-assessment reports:

Metro Municipal officials Eskom officials

Government officials (Department of Mineral Resources and Energy, Department of Basic Education, Department of Human Settlements, Water and Sanitation, Department of Transport)

Government officials (Relevant provincial administrations)

Government Agencies (Housing Development Agency, Water Boards) Metrorail officials

Gautrain officials

Provincial Taxi Association officials

BRT, PUTCO and other provincial bus company officials Clinic and hospital officials

Telkom, Vodacom, MTN and Cell C officials Existing secondary literature on all the above

8 RESEARCH DEPENDENCIES AND RISKS

This process will be determined by the availability and willingness of respondents to be interviewed. Given the relaxation of COVID-19 restrictions, it is expected that the response rate will likely improve given freer and unfettered access to respondents.

9 DELIVERABLES

The investigation will generate a formal report that documents the profiling of infrastructure needs in the major townships across the country that are under the jurisdiction of the eight (8) Metropolitan municipalities. The final report will reflect the total need as the total of the present need as well as the future need. The report will be substantiated with quantitative financial figures from the key informants and Government agencies and the qualitative findings from the focus groups. In summary, the report will reflect the objective as well as the subjective infrastructure landscape.

The value of the report from a DBSA perspective will be the detailed and empirically based analysis of the following:

- Infrastructure needs and costs;
- Revenue analysis;
- Infrastructure investment decision making analysis;

- Evaluation of alternatives to infrastructure investment;
- Evaluation of alternative financing approaches; and
- Implications on the role of the DBSA.

10. RESOURCES

a. Budget

The project will be rolled out and executed by the successful service provider for this tender, which service provider will be at liberty to execute the project in its entirety using own resources or to subcontract parts hereof to others.

b. Costs

Costs emanating from the roll out of this study will be debited from the overall budget amount agreed to between the DBSA and the service provider as per the terms of the contract.

11. WORK BREAKDOWN STRUCTURE

The *Pre-Assessment Report* for the infrastructure overview will be conducted and completed between April 2023 and June 2023.

The *Focus Groups* will be conducted across the various areas and sites and draft reports completed between April 2023 and June 2023.

The final report will be submitted by the end of September 2023.

12. TIMEFRAME

The project in all its three major phases will commence in April 2023 and be completed in September 2023

13. EVALUATION

Description	Evidence	Scoring guidelines	Weighting
<p>Planning/Methodology and approach</p> <p>Bidder to provide a plan that includes:</p> <ul style="list-style-type: none"> • Understanding research in the financial sector of South Africa and the continent • Understanding of the infrastructure landscape • Understanding of the role of DFIs as development institutions 	<p>Detailed plan comprising of the following but not limited to:</p> <p>a) Detailed plan and approach from the Terms of Reference to do the following activities:</p> <ul style="list-style-type: none"> • Collect information on current performance • Validate the results of a survey • Define the desired result • Identify potential solutions • Define strengths and weaknesses of potential solutions 	<p>Excellent: Detailed satisfactory plan comprising of all points (a-b) = 30 points</p> <p>Good: Plan submitted, but missing one of the two (a-b) points = 21 points</p> <p>Fair: Generic plan submitted, and information is insufficient and unsatisfactory = 15 points</p> <p>Insufficient: No plan submitted = 0 point</p>	30
<p>References</p> <p>Bidder to provide at least three (3) references in research</p>	<p>a) Reference letters in research whether for new ventures or diversification of existing offerings</p>	<p>Excellent: three or more relevant references provided and an example(s) of research report(s) compiled = 20 points</p>	20

activities locally or internationally. These references should preferably be from at least one state owned entity/DFI/municipality and should be relevant to the infrastructure landscape or anything similar	<p>b) The reference should indicate:</p> <ul style="list-style-type: none"> • Description and summary of scope of work of service rendered for that specific client • Duration and contract amount • Rating of 1 – 5 (1 being poor – 5 excellent service) • Contact details and contact person 	<p>Good: two relevant references provided = 14 points</p> <p>Fair: one relevant reference provided = 10 points</p> <p>Insufficient: no relevant references provided = 0 point</p>	
<p>Service Provider Experience</p> <p>Company experience of at least 7 years' experience and evidence of previous work done</p>	<p>a) The service provider must demonstrate research experience and rigorous approach in conducting research by providing at least three (3) samples of previous research work in the infrastructure environment or similar executed research.</p> <p>(b) The service provider must provide company profile, with information containing but not limited to experience and number of years in research and include a list of completed projects</p>	<p>Excellent: 7 years' experience or more with three samples = 30 points</p> <p>Good: 6 - 5 years' experience with three samples = 21 points</p> <p>Fair: between 3 to 4 years' experience with two samples = 15 points</p> <p>Insufficient: less than 3 years with one sample = 0 point</p>	30

Qualifications of key personnel – Lead Researcher	Curriculum Vitae of the main Researcher with the relevant supporting documents/ copies of qualifications. **** For information Bidder to provide an organogram and summary of the supporting team for this project. Kindly note this is compulsory	PhD Degree = 20 points Masters = 14 points Honours= 10 points Basic Degree and Lower = 0 point	20
Total			100
Threshold			70

Annexure A

14. PRICING SCHEDULE

Stage	Key Deliverable as Per Scope of Work	Expert Description	Expected Outcome (s)	Total Rate
1	Planning	Briefing sessions with the Office of the Chief Economist and Knowledge Management and Research Unit	Project plan for execution of individual research outputs and timelines	
2	Fieldwork	Interviews with key informants in the various institutions responsible for infrastructure delivery across the Bank mandated sectors as well as the users	Thematic analysis of both key informant and focus group interviews from both the users and providers of infrastructure	

3	Draft reports of findings across the individual sectors	Detailed draft report with insights and analysis into the individual sectors	Actionable recommendations where necessary	
4	Final report of infrastructure needs across specific townships under all Metropolitan Municipalities and the existing gaps	Updated further to comments from the DBSA	Finalized and sign-off report	

15. INTELLECTUAL PROPERTY

All reports shall be regarded as the exclusive intellectual property of the DBSA. Furthermore, the appointed University undertakes to treat all work pertaining to this appointment with the highest degree of confidentiality for the duration of the project and thereafter.

BIDDER'S DISCLOSURE**a. 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.

b. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether they are bidding for this contract? **YES/NO**

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

- If so, furnish particulars:

.....

• **DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read, and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 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.

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

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

.....
Position

.....
Name of bidder

SBD 6.1

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.

• **GENERAL CONDITIONS**

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

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

- 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.
- 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 regarding preferences, in any manner required by the purchaser.

• **DEFINITIONS**

- **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- **“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;
- **“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;
- **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- **“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;
- **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- **“prices”** includes all applicable taxes less all unconditional discounts;
- **“proof of B-BBEE status level of contributor”** means:
 - B-BBEE Status level certificate issued by an authorized body or person;
 - 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;
- **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

• POINTS AWARDED FOR PRICE

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

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

90/10 **80/20** **or**

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

- **POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR**

- 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
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- **BID DECLARATION**

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

- **B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

- 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.

- **SUB-CONTRACTING**

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

(*Tick applicable box*)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 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 or QSE

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 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 least 51% owned by:	EME √	QSE √
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		

• **DECLARATION WITH REGARD TO COMPANY/FIRM**

- Name of company/firm:.....
- VAT registration number:.....
- Company registration number:.....
- TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

- DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

- COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

- Total number of years the company/firm has been in business:.....
- 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 contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:
 - The information furnished is true and correct;
 - The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
 - 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;
 - If the B-BBEE status level of contributor 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 –
 - 1.1. disqualify the person from the bidding process;
 - 1.2. recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - 1.3. 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;
 - 1.4. 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
 - 1.5. forward the matter for criminal prosecution.

<p>WITNESSES</p> <ul style="list-style-type: none"> • •

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p>
<p>DATE:</p>
<p>ADDRESS</p>

• **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)**

- 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.
- The following documents shall be deemed to form and be read and construed as part of this agreement:
 - Bidding documents, viz
 1. Invitation to bid;
 2. Tax clearance certificate;
 3. Pricing schedule(s);
 4. Technical Specification(s);
 5. Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 6. Declaration of interest;
 7. Declaration of bidder's past SCM practices;
 8. Certificate of Independent Bid Determination
 9. Special Conditions of Contract;
 - General Conditions of Contract; and
 - Other (specify)
- 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.
- 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.
- I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
- I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

WITNESSES

1

a)

DATE:

DATE

SBD 7.1

CONTRACT FORM - PURCHASE OF GOODS/WORKS

• PART 2 (TO BE FILLED IN BY THE PURCHASER)

- a) I..... in my capacity
as.....
accept your bid under reference numberdated.....for the
supply of goods/works indicated hereunder and/or further specified in the annexure(s).
- b) An official order indicating delivery instructions is forthcoming.
- c) 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.

NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)		DELIVER Y PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTIO N AND CONTENT (if applicable)

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

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES
•
•

WITNESSES
•
•

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This Standard Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by institutions 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 disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
4. **To give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>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?</p> <p>(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).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	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)? e Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	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 outside of 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	Was any contract between the bidder and any 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"/>
4.4.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS 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

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ 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).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregards the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancels a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
 - This SBD 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.
 - To give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² 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 Institution)

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)

- I have read and I understand the contents of this Certificate;
- I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
- I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- 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;
- 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
- 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 consortium³ will not be construed as collusive bidding.

- Without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement, or arrangement with any competitor regarding:
 - prices;
 - 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.
- 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.
- 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 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.

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- 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

Annexure G

Bidders are required to include, as Annexure G to their Bids, certified copies of all relevant CIPC registration documents listing all members with percentages, in the case of a close corporation

Where Applicable, Bidders are required to include, as Annexure H to their Bids, supporting documents to their responses to the Pre- Qualifying Criteria.

Where the supporting document is the profile of a member of the Bidder's proposed team, this should be indicated.

TAX COMPLIANT STATUS AND CSD REGISTRATION REQUIREMENTS

ALL PROSPECTIVE BIDDERS MUST HAVE A TAX COMPLIANT STATUS EITHER ON THE CENTRAL SUPPLIER DATABASE (CSD) OF THE NATIONAL TREASURY OR SARS E-FILING PRIOR TO APPOINTMENT/AWARD OF THE BID.

REGISTRATION ON THE CSD SITE OF THE NATIONAL TREASURY IS A COMPULSORY REQUIREMENT FOR A BIDDER TO BE APPOINTED, TO CONDUCT BUSINESS WITH THE DBSA. THE ONUS IS ON THE SUCCESSFUL BIDDER TO REGISTER ON THE CSD SITE AND PROVIDE PROOF OF SUCH REGISTRATION PRIOR TO APPOINTMENT/AWARD OF THE BID.

CSD Registration Number:	
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