



INDEPENDENT DEVELOPMENT TRUST

ASSEMBLING/REFURBISHMENT OF SCHOOL FURNITURE DESKS COMPONENTS IN THE EASTERN CAPE PROVINCE:

BID REFERENCE NO	DOEEC/29/2022/2023
Closing Date & Time	17 March 2023 11:00am
Compulsory Briefing Meeting	24 February 2023 @ 10:00 IDT Offices Palm Square Business Park Silverwood House Bonza Bay Road Beacon Bay East London
Enquiries	Name: Nyameko Giqo Tel: 043 711 6000 Email: nyamekog@idt.org.za

INFORMATION BELOW TO BE COMPLETED BY SUPPLIER:

BIDDER DETAILS

SERVICE PROVIDER

NAME.....

CSD NUMBER.....

TEL.....

FAX.....

EMAIL:.....

TERMS AND CONDITIONS

Bids must be delivered to the address stated above on or before the Tender document closing date and closing time (17 March 2023 @11 am) as indicated above. No late bids will be considered.

- Any amendments to the rates offered or description given must be signed by the person who signed the quotation.
- Only authorized representatives of the supplier may duly sign bids (Letter of Authority). The IDT will not accept liability for bids not duly signed.
- No services may be rendered without an official purchase order issued by IDT.
- The IDT reserves the right to award the bids in whole or part or not to award at all.
- The IDT General conditions of contract are applicable for all questions unless otherwise specified.

1. BACKGROUND

IDT was appointed by the Department of Education in Eastern Cape to procure furniture for various schools in the Eastern Cape. This is implemented to address the dire shortage of furniture in schools. This is an accelerated programme which needs to be coordinated to ensure delivery to schools. As part of the objective of the programme, the Department of Education in Eastern Cape intends to empower emerging service providers in the province.

2. SCOPE OF SERVICES/TERMS OF REFERENCE

IDT is requesting School Furniture Assemblers and Refurbishes who have the capacity and expertise to assemble the school desks components to:

Assemble the following items:

Each desk consists of four components of Timber which is subjected to be recut to suite the required single desk where possible, sanded, drilled, and vanished.

The Desk components are listed below:

1. Timber Tabletops
2. New and Refurbished Frames
3. Unassembled Desk components
4. Unrepaired Frames
5. Supply of additional new powder coated steel frames for single combination desks.

ANNEXURE A

ITEM	PROJECT NAME	SIZE	QUANTITY
1.	Tabletop: SINGLE COMBINATION DESKS SECONDARY	600X400X750H	4500
2.	Tabletop: DOUBLE COMBINATION DESK PRIMARY	532X400X650H	4500
3.	Frames: REFURBISHED FRAMES DOUBLE / SINGLE COMBINATION		420
4.	UNREPAIRED FRAMES		420
5.	SUPPLIERS FRAMES		4080
6.	SCREWS, BOLTS AND NUTS		

Costing:

The completed desk cost **R.....** per unit which includes the following.

- Collecting of material from DoE warehouse
- Power coated steel frame set, nuts, bolts, plugs,
- VAT – Value added Tax.
- Assembling and
- Delivery to the Wilsonia Warehouse, **No. 7 Osmond St, Wilsonia, East London, 5247, Eastern Cape**

Supply and Delivery of the Following Furniture:

- SINGLE COMBINATION PRIMARY DESK GRADE 1-3
- SINGLE COMBINATION PRIMARY DESK GRADE 4-7
- SINGLE COMBINATION SECONDARY DESK GRADE 8-12

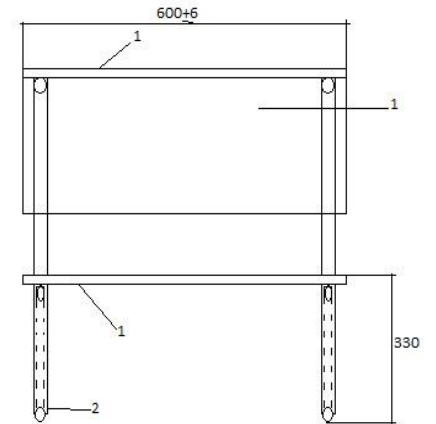
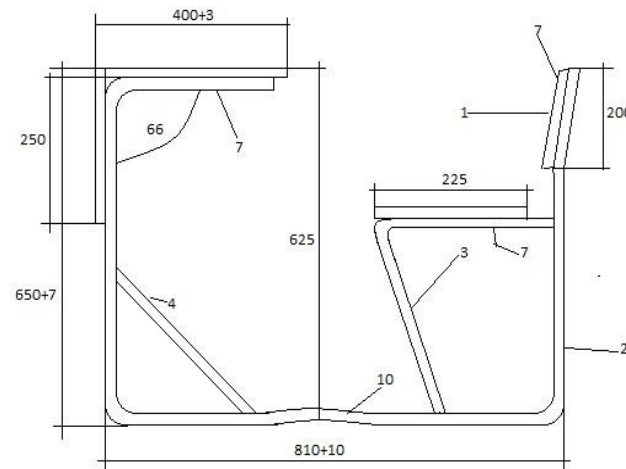
3. SPECIFICATIONS


- See school furniture specifications below.

SINGLE COMBINATION PRIMARY DESK GRADE 4-6

Note:

1. TOP FRONT SLAT, BACK, SLAT MANUFACTURED FROM 21MM SOLID SALIGNA, HARDWOOD (Eucalyptus Grandls)
2. MAIN STEEL FRAME Ø31.7X.6MM TUBING
3. SEAT SUPPORT RAIL Ø15.05X1.2MM TUBING
4. SEAT Ø15.88X1.2MM TUBING COMPLETE STEEL
5. DURABLE PLUGS FITTED ON ALL OPEN ENDS
6. ALL TIMBER COMPONENT TO BE VARNISHED WITH TWO COATS OF ACID CATALYSED LADOUER
7. FIT ALL TIMBER COMPONENTS TO STEEL FRAME WITH APPROVED M5/M5 BOLTS AND MYLOCK NUTS
8. DESK MUST COMPLY WITH SANS 880:2004 (Edition 3.2)

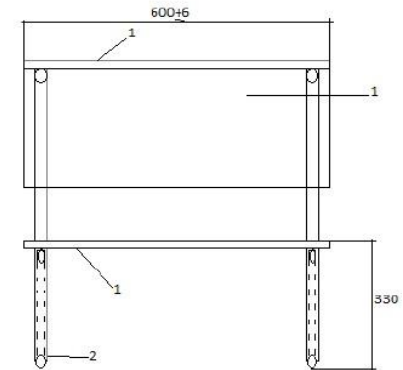
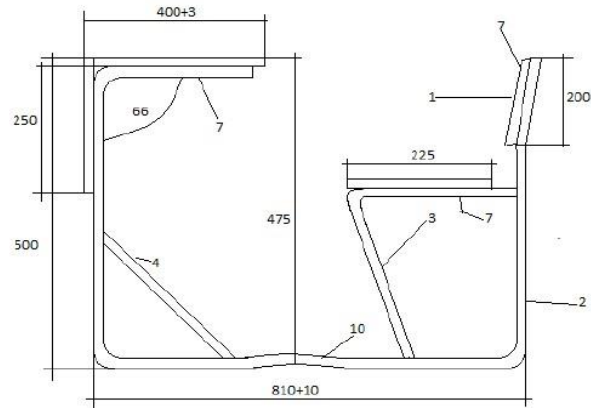



ISSUE	DATE	CHANGE	SPECIFIED TOLERANCES	GRADE 4-6	SINGLE COMBINATION PRIMARY DESK	
				X NO MEASUREMENTS TO BE SCALED FROM THE DRAWING		

SINGLE COMBINATION PRIMARY DESK GRADE 1-3

Note:

1. TOP FRONT SLAT, BACK, SLAT MANUFACTURED FROM 21MM SOLID SALIGNA, HARDWOOD (Eucalyptus Grandls)
2. MAIN STEEL FRAME Ø31.7X.6MM TUBING
3. SEAT SUPPORT RAIL Ø15.05X1.2MM TUBING
4. SEAT Ø15.88X1.2MM TUBING COMPLETE STEEL FRAME BAKED LIGHT GREY EPOXY/POLYESTER POWDER COATING FINISH
5. DURABLE PLUGS FITTED ON ALL OPEN ENDS
6. ALL TIMBER COMPONENT TO BE VARNISHED WITH TWO COATS OF ACID CATALYSED LADOUER
7. FIT ALL TIMBER COMPONENTS TO STEEL FRAME WITH APPROVED M5/M5 BOLTS AND MYLOCK NUTS
8. DESK MUST COMPLY WITH SANS 880:2004 (Edition 3.2)

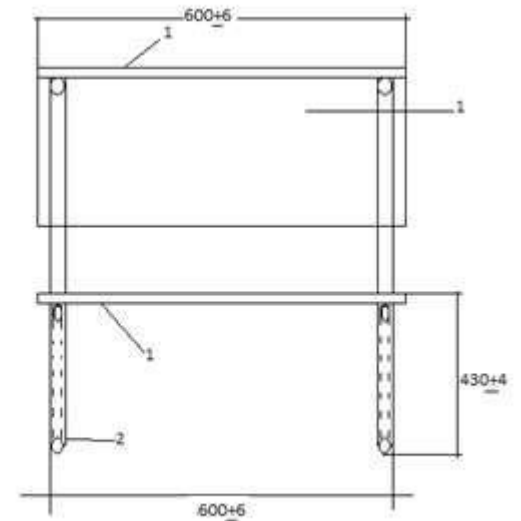
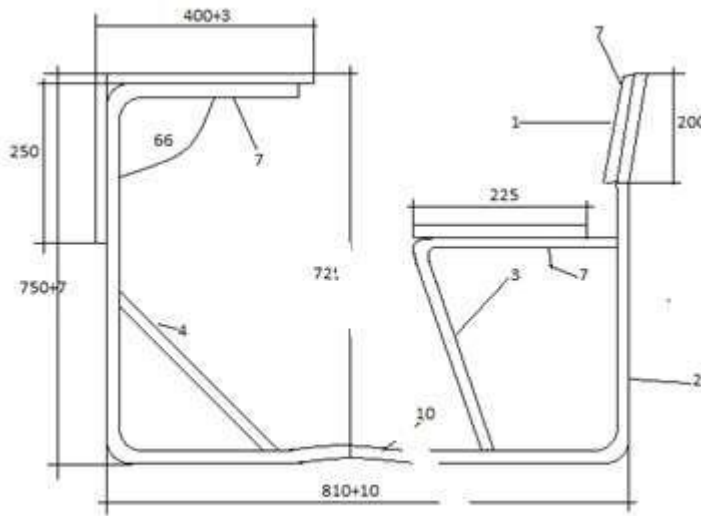



ISSUE	DATE	CHANGE	SPECIFIED TOLERANCES	GRADE 1-3	SINGLE COMBINATION PRIMARY DESK	
				X NO MEASUREMENTS TO BE SCALED FROM THE DRAWING		

SINGLE COMBINATION SECONDARY DESK GRADE 7-12

Note:

1. TOP FRONT SLAT, BACK, SLAT
MANUFACTURED
FROM 21MM SOLID SALIGNA, HARDWOOD
(Eucalyptus Grandls)
2. MAIN STEEL FRAME Ø31.7X.6MM TUBING
3. SEAT SUPPORT RAIL Ø15.05X1.2MM TUBING
4. SEAT Ø15.88X1.2MM TUBING COMPLETE
STEEL
FRAME BAKED LIGHT GREY EPOXY/POLYESTER
POWDER COATING FINISH
5. DURABLE PLUGS FITTED ON ALL OPEN ENDS
6. ALL TIMBER COMPONENT TO BE VARNISHED
WITH TWO COATS OF ACID CATALYSED
LADOUER
7. FIT ALL TIMBER COMPONENTS TO STEEL
FRAME WITH APPROVED M5/M5 BOLTS AND
MYLOCK NUTS
8. DESK MUST COMPLY WITH SANS 880:2004
(Edition 3.2)



ISSUE	DATE	CHANGE	SPECIFIED TOLERANCES	GRADE 7-12	SINGLE COMBINATION SECONDARY DESK	
				X NO MEASUREMENTS TO BE SCALED FROM THE DRAWING		

4. SPECIAL CONDITIONS

a. Compliance with SABS requirements

The furniture to be supplied by appointed service providers will be expected to comply fully with the SABS standards and prices quoted must be inclusive of any SABS inspection fees. All items should have the SABS mark.

b. Pricing schedule and insurance

In addition to attaching a detailed strategy (plan) for sourcing, storage and distribution of the furniture, all potential suppliers must complete the pricing schedule contained in the Form of Tender reflecting prices for each item. Bidders should be aware that they would be expected to insure the goods up to the point of delivery which is the DoE Warehouse.

4.3 Allocation

- Subject to risk assessment DoE reserves the right to appoint more than **01 supplier**.
- In order to achieve the objectives of DoE for development and empowerment of local suppliers, the appointment will be limited to Refurbishers and Assemblers who have:
 - Functional Warehouse.
 - Tools
 - Experience and
 - Workforce
- If a bidder is successful IDT reserves the right to do a risk assessment on the ability of the service provider to deliver.
- A contract may, on reasonable and justifiable grounds, be awarded to a bidder that did not score the highest number of points.

5. EVALUATION CRITERIA

Stage 1: Administrative Compliance Requirements

Bidder/s will be eliminated based on the following:

- Fully Completed and duly signed following Standard Bidding Documents (SBDs)
- Fully completed and duly signed Standard Bidding Documents SBD 1, SBD 4, SBD 6.1 and SBD 6.2 and its annexure C.
- Form of Offer and acceptance (C1.1)
- Service provider's acceptance of terms of reference, (ToR) **by initialling on each page**
- Detailed company profile in relation to school furniture supply and delivery
- Not quoted for all items in attached **Annexure A**.
- A bid offer shall be rejected if the bid document is completed using a pencil. Only black ink must be used to complete the bid Document.
- Detailed CIPC / company registration document.
- Original certified copies of Identity documents for the directors (certification not older than 3 months from the closing date).

In addition, the following condition will apply:

Bidders shall note the following conditions:

- No late, emailed, or faxed bids will be accepted. Only hand delivery will be accepted.
- Bid to be valid for a period of thirty days (90) from the bid closing date.
- Preferential Procurement Policy Framework Act (PPPFA) principles will apply, and IDT Supply Chain Management policy will apply.
- The IDT reserves the right not to appoint the lowest or any bid.
- The IDT reserves the right to appoint **experienced Refurbishers and assemblers only**.
- Any mistake must be neatly crossed out, and counter-signed by the relevant party.
- Prices quoted must be all VAT inclusive, whether the bidder is registered for VAT or not. Bidders must quote for all items in a cluster (See Annexure A).

Stage 2: Functionality Evaluation Criteria

Bidders must achieve a minimum of **70 points** on functionality to be evaluated further on Price and BBB-EE

	Description	Total points	Points	Points Claimed
	Proof of Experience in the supply and delivery of school furniture			
	5 Similar projects (R1 million and above)	30	30	
	4 Similar projects (R500 000 – R999 999)		20	
	3 Similar projects (R200 000- R499 999)		15	
	1-2 Similar projects (up to R199 999)		10	
	The bidder must submit appointment letter(s) with the value of the contract including proof of delivery per project to be considered			
	Reference Letters			
	5 and above reference letters	20	20	
	4 reference letters		15	
	3 reference letters		10	
	1 to 2 reference letters		5	
	The bidders must submit reference letters for previous work done in the past 5 years on the client letterhead indicating satisfactory completion.			
	Methodology and approach consisting of (i) detailed profile of the organization (ii) Proposed implementation plan. (iii) Quality assurance plan (iv) Colour brochure of furniture to be supplied	30		
	Submission of detailed methodology and approach with four (04) sub-criteria adequately addressed		30	
	Submission of detailed methodology and approach with three (03) sub-criteria adequately addressed		20	
	Submission of detailed methodology and approach with two (02) sub-criteria adequately addressed		10	

	Submission of detailed methodology and approach with only one (01) sub-criterion adequately addressed		05	
	Methodology and approach consisting of (i) detailed profile of the organization (ii) Proposed implementation plan. (iii) Quality assurance plan which includes pre-delivery, transportation, and delivery processes (iv) Colour brochure of furniture to be supplied			
	Locality			
	Head office in EC	20	20	
	Regional/Branch office in EC		10	
	No proof of offices in EC		05	
	Bidders must submit copy of utility bill that indicates address of the company			

Stage 3: 80/20 Preferential Point System

Bidders to be evaluated on Price & Procurement Preferential Points

Stage 4: Due Diligence

Prior to award to the successful bidder, IDT may conduct a site visit to observe a sample of the furniture, do quality check, verify availability of the Warehouse, staff, and equipment. However, a sample of furniture should be delivered to the below-mentioned address as per arrangement with IDT.

6. DELIVERY STRATEGY

- Successful bidder/s will be expected to deliver the goods directly to the warehouse situated at **No. 7 Osmond St, Wilsonia, East London, 5247, Eastern Cape** within the one months of the contract. Delivery will have to be made on school days only and during working hours, i.e., between 08:00 and 15:00 unless otherwise there is a prior arrangement with the school authorities and the school Furniture Unit.
- Prior to the issuing of an order, the supplier will have to agree and provide delivery schedule in writing on the final delivery date of the said order, which will form part of the SLA. Goods damaged in transit (i.e., broken, bent, wrapped, scratched etc) will be rejected on arrival and Delivery Notes amended accordingly and no request of partial payments will be processed.

Period of Assembling and Delivery to No. 7 Osmond St, Wilsonia, East London, 5247, Eastern Cape: 01 months from the date an order is issued.

ANNEXURE A

ITEM	PROJECT NAME	QUANTITY	RATE PER ITEM
1.	ASSEMBLED/REFURBISHED SINGLE COMBINATION PRIMARY DESK GRADE 1-3	1	
2.	ASSEMBLED/REFURBISHED SINGLE COMBINATION PRIMARY DESK GRADE 4-6	1	
3.	ASSEMBLED/REFURBISHED SINGLE COMBINATION SECONDARY DESK GRADE 7-12	1	
	Sub-Total		
	VAT – 15%		
	TOTAL (Incl VAT)		

I / We, the undersigned, here by agree to provide all or any portion of the service at the price and under the terms and conditions shown above, subject to and in accordance with the terms of quotations shown in this invitation document.

Name:

Authorized Signature:

Date:

Company:

All queries relating to this bid may be addressed in writing to the IDT's Representatives in writing **Mr. Nyameko Gigo**, Tel No. 043 711 6000, e- mail: nyamekog@idt.org.za. Telegraphic, telephonic, telex, facsimile, e-mail and late Bids **WILL NOT** be accepted.

All Service Providers must submit the original Bid documentation issued by the IDT. All Service Providers must comply and must be found on the CSD registered report.

1. Broad Based Black Economic Empowerment

THE 80/20 PREFERENCE POINT SYSTEMS WILL APPLY TO THIS BID

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

80/20

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women 100% Ownership	6	
Youth 100% Ownership	6	
People with Disabilities 100% Ownership	4	
Black Male 100% Ownership	4	

Source Documents to be submitted with the Bid

*CIPC Document (Company Registration Document will be required for verification (CIPC DOC))

*Woman (Originally Certified ID Document)

- *Youth (Originally Certified ID Document)
- *People with Disability (Letter from the Dr. Confirming the Disability)
- *Black Ownership (Originally Certified ID Document)

2. BID DATA

Bid number	DOEEC/29/2022/2023
	The Employer is IDT
	Contract period: 01 month
	Central Supplier Database (CSD) on Tax Compliance No contract may be awarded to a person who has non-compliant tax status found on CSD or South African Revenue Service (“SARS”) certifying the taxes of that person to be in order, or that suitable arrangement have been made with SARS”
	Bids Submissions IDT, Eastern Cape Offices Palm Square Business Park, Silverwood House Bonza Bay Road Beacon Bay EAST LONDON 5241
	Evaluation of Bid Offers The bidders will be evaluated further once they have successfully passed the functionality stage and achieved the minimum required points. The evaluation will be based on Preference points scoring and the price as per the IDT score card.

1. List of Returnable Documents

List of returnable documents are for ensuring that everything the employer requires a tenderer to submit with his tender is included in, or returned with, his tender submission. Tick below if returnable document is attached or completed properly.

ITEM	LIST OF RETURNABLE DOCUMENTS	TICK IF ATTACHED
1.	B-BBEE Certificate (Original / Original Certified Copy of)	
2.	CSD Registration Report	
3	Preliminary Programme Schedule (Must be attached)	
3.	Copy of Tax PIN Certificate	
4.	Invitation to Bid (SBD 1)	
5.	Bidder's Declaration (SBD 4)	
6.	Preference Points Claim Form in Terms of the Preferential Procurement Regulations 2017 (SBD 6.1)	
7.	Declaration Certificate for Local Content Production and Content for Designated Sectors (SBD 6.2) together with its Annexures C; D and E	

2. C1.1: FORM OF OFFER AND ACCEPTANCE

Tender/Quotation no:

Project title:	ASSEMBLING/REFURBISHMENT OF SCHOOL FURNITURE DESKS COMPONENTS IN THE EASTERN CAPE PROVINCE:
Tender/Quotation No:	DOEEC/29/2022/2023

OFFER BY:

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of: **ASSEMBLING/REFURBISHMENT OF SCHOOL FURNITURE DESKS COMPONENTS IN THE EASTERN CAPE PROVINCE:**

RFQ notice no.

The Tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Service Provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS (where VAT is applicable):

Rand (in words):	
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Rand in figures:	R
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This offer may be accepted by the Employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the tender data, whereupon the Tenderer becomes the party named as the Project Manager in the conditions of contract identified in the contract data.

THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY: (cross out block which is not applicable)

Company or Close Corporation: And: Whose Registration Number is: And: Whose Income Tax Reference Number is: 	OR	Natural Person or Partnership: Whose Identity Number(s) is/are: Whose Income Tax Reference Number is/are:
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AND WHO IS (if applicable):

Trading	under	the	name	and	style	of:
.....						

AND WHO IS:

Represented herein, and who is duly authorised to do so, by: Mr/Mrs/Ms: In his/her capacity as:	Note: A Resolution / Power of Attorney, signed by all the Directors /
--	--

.....	Members / Partners of the Legal Entity must accompany this Offer, authorising the Representative to make this offer.
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SIGNED FOR THE TENDERER:

Name of Representative	Signature	Date

WITNESSED BY:

Name of Witness	Signature	Date

The Tenderer elects as its domicilium citandi et executandi in the Republic of South Africa, where any and all legal notices may be served, as **(physical address)**:

.....
.....

Other Contact Details of the Tenderer are:

Telephone No

Cellular Phone No.

Fax No

Contact Person

Postal address

.....
.....

Banker

Branch

Branch Code

Account number

Registration No of Tenderer at Department of Labour

.....

ACCEPTANCE

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Tenderer's offer. In consideration thereof, the Employer shall pay the Project Manager the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the Tenderer's offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this agreement.

FOR THE EMPLOYER:

Name of Signatory	Signature	Date

Name of Organisation:	INDEPENDENT DEVELOPMENT TRUST
Address of Organisation:	SILVERWOOD HOUSE PALM SQUARE BUSINESS PARK BONZA BAY ROAD BEACON BAY EAST LONDON 5241

WITNESSED BY:

Name of Witness	Signature	Date

3. NOTES TO BIDDERS

This section outlines basic requirements that must be met. Failure to comply with these requirements or part thereof will result in your quotation being excluded from the evaluation process.

4. CONDITIONS RELATED TO REQUEST FOR BIDS

The following conditions apply:

- Proposal must be submitted no later than the “Closing Date” stated on the letter of invitation page and as stated below. Any proposal received after that date will not be considered.
 - All proposals must show the bidder’s complete legal name and business and mailing addresses and be signed by a person authorized to bind your firm. If requested, your firm shall furnish evidence satisfactory to IDT that the person signing your proposal is duly authorized to do so;
 - The request for quotations creates no obligation whatsoever on the part of IDT;
 - IDT may amend, recall, or revise the request for quotations at any time;
 - Bids submitted in response to this request shall become the property of IDT;
 - IDT is also free to accept or reject, in whole or in part, any and all bids in the exercise of our sole judgment and discretion;
 - By submitting a proposal in response to this Request for quotations (RFP), the bidder is making a firm offer to IDT. However, neither the RFP nor the bidder’s proposal obligates IDT in any way;
 - Any and all costs or expenses incurred in the preparation of its proposal shall be borne by the bidder;
 - IDT reserves the right not to make an appointment;
 - DT’s policy of fair distribution of work shall apply;
 - Any contractual or other commitment by IDT is contingent upon the execution of a formal written contract or the issuance of a purchase order by IDT;
 - Under no circumstances shall IDT be billed, charged, or make payment for any goods or services whatsoever unless and until either:
 - A formal written contract is signed by an authorized individual of IDT,
- Or**
- IDT issues a purchase order to the successful bidder.
 - All bidders are expected to disclose any conflict of interest or appearance of impropriety which might be created in the event your firm was selected as the successful bidder;
 - The proposal with all required attachments should be delivered by hand or sent by courier as per the address / details below: -

**ASSEMBLING/REFURBISHMENT OF SCHOOL FURNITURE DESKS COMPONENTS IN THE
EASTERN CAPE PROVINCE:**

***Independent Development Trust, Palm Square Business Park, Silverwood House,
Bonza Bay Road, Beacon Bay, East London***

- i. The deadline for submission of proposal is strictly at **11h00 on Friday, 17 March 2023.**
- ii. No late submissions will be accepted or considered;
- iii. IDT selection of qualifying bids shall be at IDT's sole discretion and shall be final;
- iv. Bids with all required documents should be deposited into a tender box and deposited by the closing date stated above.

5. ADDITIONAL INFORMATION

CONTACT PERSONS AND DELIVERY ADDRESS

Proposals must be hand-delivered to the addresses mentioned below. The persons mentioned below can be contacted for clarity purposes.

PROVINCE	CONTACT PERSON FOR ENQUIRIES	CONTACT NUMBERS AND PHYSICAL ADDRESS	E-MAIL ADDRESS
Eastern Cape	Thobeka Masenkane (Technical)	082 083 6067 Palm Square Business Park, Bonza Bay Road,	Thobeka.masenkane@ecdoe.co.za
	Nomnikelo Dyasi (SCM)	Silverwood House, Beacon Bay, East London.	Nomnikelod@idt.org.za

6. FRONTING

- IDT, in compliance with regulations, supports the spirit of Broad- Based Black Economic Empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background the IDT condemns any form of fronting.
- IDT, in ensuring that service providers conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine that accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry (DTI), be established during such enquiry/investigation, the onus will be on the service provider/contractor to prove that fronting does not exist. Failure to do so within 14 days from date of notification may invalidate the bid/contract and may also result in restriction of the service provider/contractor to conduct business with the public sector for a period not exceeding ten years, in addition to any other remedies IDT may have against the service provider/contractor concerned.

7. PROHIBITION OF RESTRICTIVE PRACTICES

In terms of section 4(1) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a service provider(s) is (are) or a contractor(s) was/were involved in:

- Directly or indirectly fixing a purchase or selling price or any other trading condition
- Dividing markets by allocating customers, suppliers, territories or specific types of goods or services; or
- Collusive bidding.

If a service provider(s) or contractor(s), in the judgment of the purchaser, has/have engaged in any of the restrictive practices referred to above, the purchaser may, without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered or terminate the contract in whole or in part and refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

Any communication either by facsimile, letter or electronic mail or any other form of correspondence to any official or representative of IDT, other than SCM officials, in respect of this bid between the closing date and the award of the bid by the service provider is prohibited.

The Supplier shall not cede this Agreement without the written permission of IDT.

The Supplier shall not, without the prior written consent of IDT, subcontract the rendering of the Services to a third party.

8. SUBMISSION OF BIDS

- Any proposal submitted by telegram, facsimile, or only by electronic means such as email, **will not be accepted** for consideration.
- The proposals must be submitted by **Service Provider**, in the form of an **original hard copy x 1**.
- Bidders must submit their bid proposals in line with the bid specifications and the attached **Annexures**. Failure to comply shall invalidate the bid.
- There will be no briefing session

- The proposal must be in a sealed envelope or package, and must be clearly marked as follows:

Bid No: **DOEEC/29/2022/2023**: 17 February 2023

Description: ASSEMBLING/REFURBISHMENT OF SCHOOL FURNITURE DESKS COMPONENTS

Bid Closing date and Time: 17 March 2023 @**11:h00**

The closing date for submission of bids is 17 March 2023 by no later than 11h00 and duly completed bid documents sealed in an envelope clearly marked with the name of the bid number shall be submitted in the bid box at IDT's Regional Offices. All bids must be deposited in the Tender Box located at the reception area of the Independent Development trust (IDT) at the following address:

IDT Offices

Palm Square Business Park

Silverwood House

Bonza Bay Road

Beacon Bay

5201

NB: Please note that a proposal will not be considered for evaluation if it's received late at the address indicated in the bid documents, e.g. after the closing date and time or dropped in another tender box (e.g. IDT tender box) and then received late by IDT. Late tenders will be returned; where applicable, unopened to the service provider or at 11:00 will be sent back with the service provider.

The Independent Development Trust reserves the right not to select a service provider and/or to withdraw this advert at any time prior to the selection of a service provider.

9. COMMUNICATION

- Any questions are to be submitted by email not later than **three business days** before the closing date of the Bid. Questions received after this date will not be entertained by IDT.
- After the closing date, only Supply Chain Management (SCM) Unit will communicate with service providers for, among others, where bid clarity is sought, to obtain information or to extend the validity period. See sub-par 16.3 for prohibited practice.

- Enquiries of a technical nature should be directed to:

Nyameko Giqo

Acting Programme Manager

Tel: 043 – 711 6000

E-mail: nyamekog@idt.org.za

- 11.1 Enquiries related to the registration and submission of proposals must be directed to
Supply Chain Specialist: nomnikelod@idt.org.za

10. CERTIFICATION OF CORRECTNESS OF INFORMATION SUPPLIED IN THIS DOCUMENT

I/we, THE UNDERSIGNED, WHO WARRANT THAT I AM DULY AUTHORISED TO DO SO ON BEHALF OF THE BIDDER, CERTIFY THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS CORRECT AND TRUE, THAT THE SIGNATORY TO THIS DOCUMENT IS DULY AUTHORISED AND ACKNOWLEDGE THAT:

- (1) The bidder will furnish documentary proof regarding any bidding issue to the satisfaction of the Province, if requested to do so.
- (2) If the information supplied is found to be incorrect and/or false then the Province, in addition to any remedies it may have, may: -
 - (a) Recover from the contractor all costs, losses or damages incurred or sustained by the Province as a result of the award of the contract, and/or
 - (b) Cancel the contract and claim any damages which the Province may suffer by having to make less favourable arrangements after such cancellation.

SIGNED ON THIS DAY OF 20 AT

.....
**SIGNATURE OF BIDDER OR DULY
AUTHORISED REPRESENTATIVE**

NAME IN BLOCK LETTERS

ON BEHALF OF (BIDDER'S NAME)

.....

CAPACITY OF SIGNATORY

NAME OF CONTACT PERSON (IN BLOCK LETTERS, PLEASE)

.....

POSTAL ADDRESS

.....

TELEPHONE NUMBER:

FAX NUMBER:

CELLULAR PHONE NUMBER:

E-MAIL ADDRESS:

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	DOEEC/29/2022/2023	CLOSING DATE:	17 March 2023	CLOSING TIME:	11:00
DESCRIPTION	PROCUREMENT OF SCHOOL FURNITURE				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Palm square Business Park, Silverwood House					
Beacon Bay, East London					
5241					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Nyameko Gigo		CONTACT PERSON	Nomnikelo Dyasi	
TELEPHONE NUMBER	(043) 711 6000		TELEPHONE NUMBER	(043) 711 6000	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	nyamekog@idt.org.za		E-MAIL ADDRESS	NomnikeloD@idt.org.za	
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
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					

<p>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>[IF YES ENCLOSE PROOF]</p>	<p>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>[IF YES, ANSWER THE QUESTIONNAIRE BELOW]</p>
---	---	--	--

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

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 BELOW.

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 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."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g. company resolution)

DATE:

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

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.

2.2	Do	Full Name	Identity Number	Name of State institution

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:

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 .

.....
.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

- 2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or 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.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....
Signature Date

.....
Position Name of bidder

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.

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL
CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER
AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS	
PRICE	90	80
SPECIFIC GOALS	10	20
TARGETED GROUP		
Women 100% Ownership	3	6
Youth 100% Ownership	3	6
People with Disabilities 100% Ownership	2	4
Black Mail 100% Ownership	2	4
Total points for Price and SPECIFIC GOALS	100	100

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

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

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEM

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

80/20

or

90/10

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

or

90/10

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

$$Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women 100% Ownership	3	6		
Youth 100% Ownership	3	6		
People with Disabilities 100% Ownership	2	4		
Black Male 100% Ownership	2	4		

Source Documents to be submitted with the Bid or RFQ

- *CIPC Document (Company Registration Document will be required for verification (CIPC DOC))
- *Woman (Originally Certified ID Document)
- *Youth (Originally Certified ID Document)
- *People with Disability (Letter from the Dr. Confirming the Disability)
- *Black Ownership (Originally Certified ID Document)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

CENTRAL SUPPLIER DATABASE (CSD) ON TAX COMPLIANCE

IMPORTANT NOTES:

1. The following is an abstract from the Preferential Procurement Regulations 2017 promulgated with the Preferential Policy Framework Act No 5 of 2000:

"CSD Tax Compliance"

No contract may be awarded to a person who has non-compliant tax status found on CSD or South African Revenue Service ("SARS") certifying the taxes of that person to be in order or that suitable arrangement have been made with SARS"

Copy of Tax Clearance Certificate with PIN

Failure to comply with CSD tax compliance will inevitably invalidate the tender.

CONDITIONS OF BID

1. I/We hereby bid to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to the KwaZulu-Natal Provincial Administration (hereinafter called the "Province") on the terms and conditions and be in accordance with the specifications stipulated in the bid documents (and which shall be taken as part of and be incorporated into this bid) at the prices and on the terms regarding time for delivery and/or execution inserted therein.
2. I/we agree that:
 - (a) the offer herein shall remain binding upon me and open for acceptance by the Province during the validity period indicated and calculated from the closing time of the bid;
 - (b) this bid and its acceptance shall be subject to Treasury Regulations 16A issued in terms of the Public Finance Management Act, 1999, the National Treasury General Conditions of Contract and Standard Bidding Documents, the KwaZulu-Natal Supply

Chain Management Policy Framework, the Provincial Treasury issued Practice Notes, and the **KwaZulu-Natal** Conditions of Contract, with which I/we am fully acquainted;

- (c) if I/we withdraw my bid within the period for which I/we have agreed that the bid shall remain open for acceptance, or fail to fulfil the contract when called upon to do so, the Province may, without prejudice to its other rights, agree to the withdrawal of my bid or cancel the contract that may have been entered into between me and the Province. I/we will then pay to the Province any additional expenses incurred by the Province having either to accept any less favourable bid or, if fresh bids have to be invited, the additional expenditure incurred by the invitation of fresh bids and by the subsequent acceptance of any less favourable bid. The Province shall have the right to recover such additional expenditure by set-off against monies which may be due to me under this or any other bid or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfilment of this or any other bid or contract and pending the ascertainment of the amount of such additional expenditure to retain such monies, guarantee or deposit as security for any loss the Province may sustain by reason of my default;
- (d) if my bid is accepted, the acceptance may be communicated to me by registered post, and that the South African Post Office Limited shall be treated as delivery agent to me;
- (e) the law of the Republic of South Africa shall govern the contract created by the acceptance of my bid and I choose *domicilium citandi et executandi* in the Republic at (full physical address) :

.....

.....

- 3. I/we furthermore confirm that I/we have satisfied myself as to the correctness and validity of my bid: that the price(s), rate(s) and preference quoted cover all of the work/item(s) and my obligations under a resulting contract, and I accept that any mistakes regarding the price(s) and calculations will be at my risk.
- 4. I/we hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement, as the Principal(s) liable for the due fulfilment of this contract.

5. I/we agree that any action arising from this contract may in all respects be instituted against me and I/we hereby undertake to satisfy fully any sentence or judgement which may be pronounced against me as a result of such action.
6. I/we confirm that I/we have declared all and any interest that I or any persons related to my business has with regard to this bid or any related bids by completion of the Declaration of Interest Section.

IDT	<p style="text-align: center;">ANNEXURE D SBD 6.2 LOCAL CONTENT & Applicable Annexures C, D & E</p>	
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SBD 6.2

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

IDT	ANNEXURE D SBD 6.2 LOCAL CONTENT & Applicable Annexures C, D & E	
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1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.theDTI.gov.za/industrial development/ip.jsp](http://www.theDTI.gov.za/industrial%20development/ip.jsp) at no cost.

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

SCHOOL FURNITURE

Number	Description	% Local Content
01	Combination desk with timber components on steel frame	100%

3. Does any portion of the goods or services offered have any imported content?
(*Tick applicable box*)

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

IDT	ANNEXURE D SBD 6.2 LOCAL CONTENT & Applicable Annexures C, D & E	
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3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

- Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the DTI must be informed accordingly in order for the DTI to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION

(REFER TO ANNEX B OF SATS 1286:2011)

IDT	<p style="text-align: center;">ANNEXURE D SBD 6.2 LOCAL CONTENT & Applicable Annexures C, D & E</p>	
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**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER
LEGALLY**

**RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR
SENIOR**

**MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION,
PARTNERSHIP OR INDIVIDUAL)**

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):

.....

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.DTI.gov.za>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names), do hereby declare, in my capacity as

.....
of(name of bidder entity), the following:

IDT	ANNEXURE D SBD 6.2 LOCAL CONTENT & Applicable Annexures C, D & E	
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- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1

IDT	ANNEXURE D SBD 6.2 LOCAL CONTENT & Applicable Annexures C, D & E	
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above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____ **DATE:** _____

WITNESS No. 1 _____ **DATE:** _____

WITNESS No. 2 _____ **DATE:** _____

Annex C

Local Content Declaration - Summary Schedule

Note: VAT to be excluded from all calculations

(C1)	Tender No.
(C2)	Tender description:
(C3)	Designated product(s)
(C4)	Tender Authority:
(C5)	Tendering Entity name:
(C6)	Tender Exchange Rate:
(C7)	Specified local content %

Pula		EU		GBP	
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Calculation of local content

Tender summary

[illegible]

(C20) Total tender value	R 0
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Signature of tenderer from Annex B

(C21) Total Exempt imported content	R 0
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(C22) Total Tender value net of exempt imported content	R 0
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(C23) Total Imported content	R 0
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(C24) Total local content	R 0
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Date:		
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(C25) Average local content % of tender

**ANNEXURE D
SBD 6.2
LOCAL CONTENT &
Applicable Annexures C, D & E**

SATS 1286.2011

Annex D

Imported Content Declaration - Supporting Schedule to Annex C

(D1)	Tender No.	
(D2)	Tender description:	
(D3)	Designated Products:	
(D4)	Tender Authority:	
(D5)	Tendering Entity name:	
(D6)	Tender Exchange Rate:	Pula

Note: VAT to be excluded
from all calculations

EU R 9.00 GBP R 12.00

A. Exempted imported content

Calculation of imported content

Summary

Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Forign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)

(D19) Total exempt imported value R 0

This total must correspond with
Annex C - C 21

B. Imported directly by the Tenderer

Calculation of imported content

Summary

Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Forign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)

(D32) Total imported value by tenderer R 0

**ANNEXURE D
SBD 6.2
LOCAL CONTENT &
Applicable Annexures C, D & E**

SATS 1286.2011

Annex D - Continued

Imported Content Declaration - Supporting Schedule to Annex C

C. Imported by a 3rd party and supplied to the Tenderer

Calculation of imported content

Summary

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total imported value by 3rd party										R 0	

D. Other foreign currency payments

Calculation of foreign currency payments

Summary of payments

Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange	Local value of payments
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

Signature of tenderer from Annex B

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above #REF!

**This total must correspond with
Annex C - C 23**

Date:

Annex E

Local Content Declaration - Supporting Schedule to Annex C

(E1)
(E2)
(E3)
(E4)
(E5)Tender No.
Tender description:
Designated products:
Tender Authority:
Tendering Entity name:

Note: VAT to be excluded from all calculations

Local Products
(Goods, Services
and Works)

Description of items purchased

Local suppliers

Value

(E6)

(E7)

(E8)

(E9) Total local products (Goods, Services and Works)

R 0

(E10) Manpower costs (Tenderer's manpower cost)

R 0

(E11) Factory overheads (Rental, depreciation & amortisation, utility costs, consumables etc.)

R 0

(E12) Administration overheads and mark-up (Marketing, insurance, financing, interest etc.)

R 0

(E13) Total local content

R 0

This total must correspond with Annex C - C24

Signature of tenderer from Annex B

Date:
