



**Request for Quotations for Asset Disposal at King Shaka International Airport for  
Airports Company of South Africa.**

**Airport** : King Shaka International Airport

**Tender Number:** : RFQ27279

**Issue Date** : 17 August 2022

**Closing Date** : 02 September 2022 at 12:00pm

**Briefing Session Date and Time** : 26 August 2022 at 11:00am

**Venue** : King Shaka International Airport

## SECTION 1: INSTRUCTIONS TO BIDDERS

### 1. SECTION 1: INSTRUCTIONS TO BIDDERS

#### 1.1. Access to RFQ documents

Tenders are available on [www.etenders.gov.za](http://www.etenders.gov.za). Kindly print and complete **Not applicable**

Submission of bid documents

The envelopes containing bid documents must have on the outside, the bidder's return address, the full description of the tender, tender number and the details of the Tender Management Office/Procurement department where the bid will close. The documents must be signed and completed by a person who has been given authority to act on behalf of the bidder. The bottom of each page of the bid documents must be signed or stamped with the bidder's stamp as proof that the bidder has read the tender documents. Bid documents must be submitted **only** on 02 September 2022 at 12:00pm using the following method

##### 1.1.1. Tender box:

The Tender box is located at:

King Shaka International Airport

MSO Building

Ground Floor, Reception

Bidders to ask for Mlungisi Mgobhozi

#### 1.2. Alternative Bids

As a general rule, ACSA only accepts bids which have been prepared in response to the tender invitation. However, for this tender alternative bids will be accepted provided the alternative bid is accompanied by the original bid response which materially complies with the specifications of this tender invitation. The alternative bid will only be considered where the bidder has submitted together with its alternative bid, an offer which materially complies with the requirements of this



tender. Alternative bids will also be evaluated using the pre-determined evaluation criteria stipulated in this tender document.

#### 1.4 Late Bids

Bids which are submitted after the closing date and time will not be accepted

#### 1.5 Clarification and Communication

Name:	Mlungisi Mgobhozi
Designation:	SCM Official
Tel:	032 436 6198
Cell:	
Email:	<a href="mailto:Tenders3.ksia@airports.co.za">Tenders3.ksia@airports.co.za</a>

Request for clarity or information on the tender may only be requested until **31 August 2022 at 16:00pm**

Any responses to queries or for clarity sought by a bidder will also be sent to all the other entities which have responded to the Request for Proposal/Quotation/Information invitation. Bidders may not contact any ACSA employee on this tender other than those listed above. Contact will only be allowed between the successful bidder and ACSA Business Unit representatives after the approval of a recommendation to award this tender. Contact will also only be permissible in the case of pre-existing commercial relations which do not pertain to the subject of this tender.



### 1.6 Compulsory Briefing Session-

A compulsory briefing /as below details

<b>Compulsory Site Inspection Session Requirements</b>	<b>Detail</b>
<b>Date and time</b>	26 August 2022 at 11:00am
<b>Venue</b>	MSO Building, Reception, Ground Floor,
<b>Required documents</b>	Only original ID Card or Green Book (copies will not be accepted)
<b>PPE</b>	Reflective Vest or Reflective jacket and safety shoes
<b>Parking</b>	Only bidders that park at Shaded Parking will have their parking tickets validated
<b>Confirmation</b>	Confirmation of attendance must be sent by 25 August 2022 16:00pm



### **1.7 Bid Responses**

Bid responses must be strictly prepared and returned in accordance with this tender document. Bidders may be disqualified where they have not materially complied with any of ACSA's requirements in terms of this tender document. Changes to the bidder's submission will not be allowed after the closing date of the tender. All bid responses will be regarded as offers unless the bidder indicates otherwise. No bidder or any of its consortium/joint venture members may have an interest in any of the other bidder/joint venture/consortium participating in this bid.

### **1.8 Disclaimers**

- a) It must be noted that ACSA may:
- b) Award the whole or a part of this tender;
- c) Split the award of this tender;
- d) Negotiate with all or some of the shortlisted bidders;
- e) Award the tender to a bidder other than the highest scoring bidder where objective criteria allow; and/or
- f) Cancel this tender.

### **1.9 Validity Period**

(\*Please ensure that the validity period stated below will allow ACSA to properly evaluate and finalise the process)

ACSA requires a validity period of a hundred and twenty (120) business/working days for this tender. During the validity period the prices which have been quoted by the bidder must remain firm and valid. It is only in exceptional circumstances where ACSA would accommodate a proposal to change the price.

### **1.10 Confidentiality of Information**

Issue: 1  
28/02/2014

Issue Date:



ACSA will not disclose any information disclosed to ACSA through this tender process to a third party or any other bidder without any written approval from the bidder whose information is sought. Furthermore,

ACSA will not disclose the names of bidders until the tender process has been finalised.

Bidders may not disclose any information given to the bidders as part of this tender process to any third party without the written approval from ACSA. In the event that the bidder requires to consult with third parties on the tender, such third parties must complete confidentiality agreements, which should also be returned to ACSA with the bid.

#### **1.11 Hot – Line**

ACSA subscribes to fair and just administrative processes. ACSA therefore urges its clients, suppliers and the general public to report any fraud or corruption to:

Airports Company South Africa TIP-OFFS ANONYMOUS

Free Call: 0800 00 80 80

Free Fax: 0800 00 77 88

Email: [acsa@tip-offs.com](mailto:acsa@tip-offs.com)

### **SECTION 3: BACKGROUND, PURPOSE AND SCOPE OF WORK**

KSIA IAM stores houses Electrical, Mechanical, Building and Civil Maintenance scrap. The stores are running low on storage space for future replacements and developments. The current scrap needs to undergo Disposal – the process of preparing, negotiating, and concluding a written contract which involves the alienation of an asset no longer needed by the department by means of a sale.

The planning for the disposal involved a detailed assessment of assets against the OEM design and operational requirements, OPEX spent on repairs, breakdowns, asset availability reports from IMC. Assets that were identified as surplus, redundant, or obsolete by the Business Unit and considered as scrap were:

- Assets that have become uneconomical to maintain or to operate. This increases the OPEX spent repairing the assets for operational availability. When an asset requires more frequent maintenance than its OEM design intervals, the asset is refurbished or replaced through CAPEX, such as the escalator mechanical spares.
- Assets that are no longer suitable for service delivery - BHS Carousel number 4 was extended to accommodate peak volumes for International Travel. The current carousel was no longer able to accommodate the demands, it was therefore replaced and scrapped.
- Assets that no longer support the Business Unit's service objective due to a change in type of service being delivered or the delivery method.
- Assets where the use has become uneconomical to continue due to the limited availability of spares or the cost of replacement parts exceed the reasonable value of the item.
- Assets where the technology has been outdated.
- Assets which can no longer be used for the purpose originally intended.
- All the scrap from the different departments that was identified, listed, and classified as "tagged" and "untagged" scrap. Tagged assets will be scrapped off the Fixed Asset Register upon disposal.



The objective is to dispose IAM assets in a manner which satisfies the best possible return for the organization.

The Service Provider will be required to:

- i. Dispose of Scrap (as listed in Annexure A) from King Shaka International Airport in the following areas:
  - Maintenance Stores (MB1, MB2, MB3)
  - Basement
  - South Plant
  - North Plant
- ii. Determine a value of the scrap which comprises of the market value for the scrap minus the total disposal costs. The disposal costs are to be inclusive of the rigging equipment, cranes, tools, labour and transportation. Final value to be included in the Bid Document.
- iii. Provide a disposal certificate which will be required as proof of safe disposal of the scrap.
- iv. The list below shows all scrap that is to be disposed

Item description	Asset barcode	Location	Quantity
<b>Mechanical Scrap</b>			
Yale 1 Ton hoist	No barcode	MB1 mechanical workshop	1
starter motor	No barcode	mB1 mechanical workshop	1
escalator handrail	No barcode	mB1 mechanical workshop	1
escalator Handrails	No barcode	MB3 room	6
Door detectors	No barcode	MB3 room	2
Sliding door motor	No barcode	MB1 mechanical workshop	1
Emerson (Escalator Drive)	No barcode	MB3 room	2
Mild steel DB's 600x500x200	No barcode	MB1 Mechanical stores	21
flood light fittings 300w	No barcode	MB1 Mechanical stores	15
GPU capacitors	No barcode	MB1 Mechanical stores	7
Canopy motors Somfy TITAN 100/12	No barcode	MB1 Mechanical stores	10
Roller door Motors Somfy Taurus 120/12	No barcode	MB1 Mechanical stores	5
Alpha Floor linear actuator – motor THOMSON DF 24 -10W51M	No barcode	MB1 Mechanical stores	2
Charlie floor tilt motor Tollo Linear load A22	No barcode	MB1 Mechanical stores	2
Caster wheels Heavy duty	No barcode	MB1 Mechanical stores	15
GPU Fans EBM W2S 130-AA	No barcode	MB1 Mechanical stores	3
bianchi coffee machine	No barcode	MB1 mechanical workshop	1
Pipes	No barcode	MB1 mechanical workshop	
Valves	No barcode	MB1 mechanical workshop	4
Fire hose cabinets	No barcode	MB1 mechanical workshop	



Fire Hose	No barcode	MB1 mechanical workshop	
Hose reel	No barcode	MB1 mechanical workshop	
Ladder	No barcode	MB1 mechanical workshop	
Boom gate Link Arm	No barcode	MB1 mechanical workshop	
Fuel Pit Lids	No barcode	Parnis stores MB1	
Pocket Filters (steel frame)	No barcode	MB3 room	
Panel Filters (steel frame)	No barcode	MB3 room	
Escalator Steps	No barcode	MB3 room	
Friction Wheels	No barcode	MB3 room	
Couresel (Control unit and steel structure)	???	MB3	
Box with cables	No barcode	MB3	1
Eaton Powerware UPS	096263	MB3	4
	096259		
	096286		
	096210		
UPS Batteries	No barcode	MB3	150
Loadcells	No barcode	MB3	65
VSD	No barcode	MB3	3
Atrax screens	No barcode	MB3	5
ATR Scanner	No barcode	MB3	1
Switching power supply	No barcode	MB3	5
Datalogic hand scanner	No barcode	MB3	5
Voltage monitoring relay	No barcode	MB3	12
Fans	No barcode	MB3	2
Contactor	No barcode	MB3	1
MCP light fitting	No barcode	MB3	1
Electronic ballasts	No barcode	MB3	5
Shaft encoder	No barcode	MB3	19
combplate	No barcode	MB3	
Step rollers	No barcode	MB3	
Escalator Drive	No barcode	MB3	
Door detectors	No barcode	MB3	
Door Hanger rollers	No barcode	MB3	
Aircord roller	No barcode	MB3	
GPU Fans	No barcode	MB1	26
GPU processor boards	No barcode	MB1	2
Power supplies	No barcode	MB1	6
Caster wheels	No barcode	MB1	14
Canopy and roller door motors	No barcode	MB1	23
Flood lights	No barcode	MB1	22

Mover strobe lights	No barcode	MB1	3
Capacitors	No barcode	MB1	8
Oil filter	No barcode	MB1	18
Inductive sensors – various	No barcode	MB1	
Linear cabin floor motor	No barcode	MB1	4
Digital output card	No barcode	MB1	1
CPU340 Modbus Ethernet	No barcode	MB1	2
Auto-leveller motor	No barcode	MB1	2
24V contactor	No barcode	MB1	1
TIBBO Serial to Ethernet convertor	No barcode	MB1	3
VDS control board	No barcode	MB1	1
Hydraulic oil filters	No barcode	MB1	18
1250 engine battery	No barcode	MB1 mechanical workshop	8
12v 12AH sealed battery	No barcode	MB1 mechanical workshop	23
12V 18 AH sealed Battery	No barcode	MB1 mechanical workshop	13
12V 0,7AH sealed battery	No barcode	MB1 mechanical workshop	3
Step chains	No barcode	MB3 room	12
Pump		Fuel Farm Fire Pumphouse	1
Steel Lockers	003632	South Plant	5
	003633		
	003634		
	003635		
	017912		
Centrifugal Pump	004122/004123	South Plant	2
Foot pump		South Plant	3
Submersible pump	No barcode	South Plant	6
Ball Valve	No barcode	South Plant	4
Air blower	No barcode	South Plant	1
Knife Gate valve	No barcode	South Plant	1
lamps	No barcode	South Plant	4
Wheelbarrow	No barcode	South Plant	2
Emergency Stop panel	004125/004126	South Plant	2
Flexible pipes	No barcode	South Plant	
Non-Return Valve	No barcode	South Plant	1
Wooden Cable Roller	No barcode	South Plant	1
Cage Climbing ladders	No barcode	South Plant	1
Pneumatic Airline switch box	004136	South Plant	1
Rollershutter Door		Fire Department	2

<b>Electrical Scrap</b>			
Small UPS	No barcode	MB1	2
Papi Lights	No barcode	Attic store	16
TDZ Lights	No barcode	Attic store	76
Centre Line Lights	No barcode	Attic store	237
Gears for signs	No barcode		18
Threshold Lights	No barcode	Attic store	42
Guard Lights	No barcode	Attic store	8
Approach	No barcode	Attic store	432
High Mast Lights	No barcode	Attic store	94
8m pole streetlight	No barcode	Attic store	1
Water Dispenser	No barcode	MB1	1
X-ray Machine HiTrax (Electronic waste)	No barcode	Basement store room	15
Small UPS (Electronic waste)	No barcode	Basement store room	3
Computer Set and EnthernetSwitch	No barcode	MB3	1
Ups	22005	Toolstore	1
Ups	22003	Toolstore	1
Ups	22002	Toolstore	1
Ups	22007	Toolstore	1
Chair	77017	Toolstore	1
Chair	18816	Toolstore	1
Chair	18825	Toolstore	1
Chair	18816	Toolstore	1
Chair	77012	Toolstore	1
Chair	77020	Toolstore	1
Chair	77021	Toolstore	1
Chair	22938	Toolstore	
Chair	18801	Toolstore	
Chair	18822	Toolstore	
Chair	18825	Toolstore	1
Microwave	No barcode	Toolstore	1
Table top	No barcode	Toolstore	1
Empty Toolboxes	22001	Toolstore	2
Loose shelves	No barcode	Toolstore	3
Filling Cabinet	22995	Toolstore	1
Ceiling speakers	No barcode	Toolstore	48
Combus	No barcode	Toolstore	
Access Is	No barcode	Toolstore	1
Televes	No barcode	Toolstore	9 boxes (10 per box)

Alcattel Access	No barcode	Toolstore	
External Camera housing	No barcode	Toolstore	1
Airfield Signage	No barcode		4
Compressor	22013	Toolstore	1
Compressor	2012	Toolstore	1
Terminal Signage	96400	Toolstore	1
Box of lamps	No barcode	Toolstore	30
Spring	No barcode	Toolstore	1
RvR	No barcode	Toolstore	1
Card board	No barcode	Toolstore	
Flags	No barcode	Toolstore	15
Crimping plyers	No barcode	Toolstore	1
Lamps	No barcode	Toolstore	4
Drill boxes	No barcode	Toolstore	4
Water dispenser	No barcode	Toolstore	1
Card sign	No barcode	Toolstore	1
One piece scaffolding	No barcode	Toolstore	1
Pipes	No barcode	Toolstore	2
Saftey harness	No barcode	Toolstore	3
Grass slashers	No barcode	Toolstore	6
3 phase wall changes	No barcode	Toolstore	5
Black pipes	No barcode	Toolstore	9
Fire Extinguishers	No barcode	Toolstore	3
Office Chairs	No barcode	Toolstore	3
Office (drawers shelves)	No barcode	Toolstore	5
Office cupboard	22995	Toolstore	1
3 phase wall plugs	No barcode	Toolstore	7
Airfield cable	No barcode	Toolstore	5
Inform	No barcode	Toolstore	3
Empty toolboxes	No barcode	Toolstore	5
Temper	No barcode	Toolstore	1
Cupboard	22903	Toolstore	1
Screw big	No barcode	Toolstore	1
UPS	No barcode	Toolstore	13
Light (blackfittings)	No barcode	Toolstore	1
DEWALT WOODSAW	No barcode	Toolstore	1
Maintenance container underground	No barcode	Toolstore	6
cable location kit	No barcode	Toolstore	1
Old shovel	No barcode	Toolstore	1
UPS	No barcode	Toolstore	1

Lamp holders	No barcode	Toolstore	8
Prox lock	No barcode	Toolstore	6
chargers	No barcode	Toolstore	7
Cable Joints kits	No barcode	Toolstore	5
	No barcode	Toolstore	20 connectors
DLC	No barcode	Toolstore	8
Card Signage	No barcode	Toolstore	1
Ballasts	No barcode	Toolstore	5
Lamp covers	No barcode	Toolstore	45
Power Supply UB3 versions	No barcode	Toolstore	1
Outside lamp	No barcode	Toolstore	1
UPS	No barcode	Toolstore	4
CREDERZA	22903	Toolstore	
SAUIE	22901	Toolstore	
SIGN	96334	Toolstore	
Old 5ft light fittings and covers	No barcode	Cage room	14
Wires and old lights	No barcode	Cage room	20
TOILET SIGNAGE	No barcode	Toolstore	2
Old printer	No barcode	Toolstore	1
<b>Building Maintenance</b>			
Toilet Roll Holders	No barcode		52
Soap Dispensers	No barcode		35
Indicator Bolts	No barcode		27
Door Closure	No barcode		32
Door Hinges	No barcode		25
Union insert lock	No barcode		15
Standard door handle	No barcode		12
Stainless steel furniture for aluminium door	No barcode		5
Door handle with plate	No barcode		9
Bin runner	No barcode		56
MC Door (Standard 1200 x 900)	No barcode		6
Double door	No barcode		2
Barrel Bolt	No barcode		3
Toilet seat covers handed to RI	No barcode		88
Under counter geyser	No barcode		6
Hydro Boils	No barcode		7
Solenoids	No barcode		14
Sensors	No barcode		8
Push Buttons	No barcode		25

Push Rods	No barcode		15
Geysers	No barcode		2
Palm Presses	No barcode		10
Urinal	No barcode		1
Wash Hand Basin	No barcode		2
Wash Hand Basin Round	No barcode		1
Macerators	No barcode		2
Battery Boxes	No barcode		12
SARS	8186A		1
3 Way sortation bin SS	No barcode		3
3 Way sortation bin SS	041765		1
4 Way sortation bin	042347		1
Office/ Boardroom / Restroom Chairs	004300	MB3	31
	003437		
	094171		
	016143		
	003685		
	018861		
	016169		
	004319		
	018667		
	018660		
	018656		
	018812		
	093939		
	004265		
	016140		
	003687		
	016178		
	019128		
	004399		
	018645		
	018669		
	021034		
	093807		
	093940		
	004245		
	097400		
	003166		
	017861		

	023488		
	019063		
	018675		
ACSA DIA Tags chairs	0033-1675	MB3	8
	00033-1666		
	0033-1700		
	3300528		
	0331699		
	0033-1694		
	0033-1691		
	00033-00558		
Food Court Aluminium Chairs	019440	MB3	27
	019372		
	019335		
	09369		
	019383		
	019389		
	097085		
	019422		
	019356		
	019454		
	019353		
	019423		
	019381		
	019328		
	0195667		
	004244		
	019347		
	019437		
	019361		
	019417		
	019560		
	019435		
	019396		
	019571		
	019434		
	019333		
	019330		

<b>Civil Maintenance</b>			
12 ton mobile jack	19028		
welding machine	18787		
welding machine	18791		
Old brush cutters stihl 500	No barcode		
Generator	No barcode		
washing machine	18736		
angle grinder	94054		
yard machine	19044		
mobile sweeper	94050		
mower	19047		
compressor	18767		
pallet jack	19018		
fridge express cool	1700062		





### **3.4 Pre-Qualification Criteria**

Only bidders met the requirements below will be considered for further evaluation (a valid sworn affidavit must be submitted before the closing date and time):

- a) Bidders with a level 1 contributor only
- b) Exempt Micro Enterprises (EMEs) or Qualifying Small Enterprises (QSEs)

### **3.5 Mandatory Requirements**

- a) Bidders must submit the signed commitment letter to confirm that all assets/ scrap will be disposed of at an approved disposal site and the disposal certificate will be issued to ACSA (this letter must be submitted before the closing date and time)



### **3.6 Minimum Requirements**

Only bidders meeting the following criteria will be considered for this RFQ:

- Valid Tax Clearance Certificate
- Valid and certified copy of the B-BBEE Certificates

**Initial/stamp and where applicable sign all pages of the attached RFQ Declaration of interest forms**



## **Pricing Schedule**

### **EVALUATION OF BIDS:**

Please note that the criteria to be used in determining the winning bidder will be in a form of higher value that the Airport will receive from the disposal:

Pricing Schedule				
Item	Item Description	Unit Price	Quantity	Price
A incurred by bidder	Disposal of scrap (inclusive of equipment, crane, tools, labour, transportation and disposal certificate)		SUM	R
B	Permits (Claimable upon proven costs)			R 5000
C	Disposal/ scrap Value (final value)		SUM	R
D received by bidder	Value from disposal ( <b>C+B-A</b> )		SUM	R
E received by ACSA	Value from disposal (Value deducted from D above)		SUM	R
<b>Bidders must attach price breakdown to indicate all costs incurred, value received and value to be paid to ACSA</b>				
			Subtotal (C+B-A)	R
			VAT @ 15%	R
			<b>TOTAL</b>	R
<p><b>Note 1: A Positive Total Value denotes an amount payable to the airport. A negative Total value denotes an amount payable to the bidder. Airports Company South Africa (ACSA) will be interested in the bidder that gives the company (ACSA) the highest value from the disposal.</b></p>				



## SECTION 4: PREFERENCE POINTS AND PRICE

### 4.1 Preference Points Claims

In terms of the PPPFA and its regulations only a maximum of 20 points may be awarded for preference.

The 80/20 Preference Point System for bids with a Rand value of more than R30,000-00 but not exceeding R50,000,000-00 (all applicable taxes included)

The tender will therefore be evaluated using 80/20 preference points system: This means that on the 80/20 system the B-BBEE status level of contributor will earn the bidder points out of 20

- 4.2.1 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA), an affidavit in the case of Qualifying Small Enterprises and an Emerging Micro Enterprises or an Auditor/Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 4.2.2 ACSA reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by ACSA.

### 4.2 Definitions

- 4.3.1 **“All Applicable Taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 4.3.2 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad -Based Black Economic Empowerment Act;
- 4.3.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 4.3.4 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);



- 4.3.5 **“Comparative Price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 4.3.6 **“Consortium or Joint Venture”** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- 4.3.7 **“EME”** means any enterprise with an annual total revenue of R5 million or less in terms of the B-BBEE Codes of Good Practice of 2007 and an entity with a turnover of less than R 10 million in terms of the amended B-BBEE Codes;
- 4.3.8 **“Firm Price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 4.3.9 **“Functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 4.3.10 **“Non-Firm Prices”** means all prices other than “firm” prices;
- 4.3.11 **“Person”** includes a juristic person;
- 4.3.12 **“Rand Value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 4.3.13 **“Total Revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the Government Gazette on 9 February 2007;
- 4.3.14 **“Trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 4.3.15 **“Trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.



#### 4.4 Adjudication Using A Point System

- 4.4.1 The bidder obtaining the highest number of total points will be awarded the contract, unless objective criteria exist justifying an award to another bidder or ACSA exercises one or more of its disclaimers.
- 4.4.2 Preference points will be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts
- 4.4.3 Points scored will be rounded off to the nearest 2 decimal places.

#### 4.5 Award of Business where Bidders have Scored Equal Points Overall

- 4.5.1 In the event that two or more bids have scored equal total points, the successful bid will be the one scoring the highest number of preference points for B-BBEE.
- 4.5.2 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid will be the one scoring the highest score for functionality.
- 4.5.3 Should two or more bids be equal in all respects, the award will be decided by the drawing of lots.

#### 4.6 Points Awarded for Price

- 4.6.1 The 80/20 Preference Point Systems

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

**80/20**

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

Where

$P_s$  = Points scored for comparative price of bid under consideration



Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

#### 4.7 Points Awarded for B-BBEE Status Level of Contribution

4.7.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

<b>B-BBEE Status Level of Contributor</b>	<b>Number of Points (90/10 system)</b>	<b>Number of Points (80/20 system)</b>
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

Bidders who qualify as EMEs in terms of the B-BBEE Act must submit an affidavit stating its annual turnover, certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

4.7.2 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered





Auditor approved by IRBA or a Verification Agency accredited by SANAS. QSEs have an additional option of submitting a sworn affidavit as its B-BBEE certificate in terms of the amendments to the B-BBEE Codes of Good Practice in 2013.

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

#### 4.8 Bid Declaration

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

##### **B-BBEE Status Level of Contribution Claimed in Terms of Paragraphs 4.2.1 and 4.7.1:**

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

(Points claimed in respect of paragraph 4.8.1 must be in accordance with the table reflected in paragraph 4.7.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).



## SECTION 5: EVALUATION CRITERIA

### 5.1 Evaluation Criteria

ACSA will use a pre-determined evaluation criterion when considering received bids. The evaluation criteria will consider the commitment made for local production and content/ Supplier Development/ functionality/technical/Price and B-BBEE. During the evaluation of received bids ACSA will make an assessment whether all the bids comply with set minimum requirements and whether all returnable documents/information have been submitted. Bidders which fail to meet minimum requirements, thresholds or have not submitted required mandatory documents will be disqualified from the tender process.

The requirements of any given stage must be complied with prior to progression to the next stage. ACSA reserves the right to disqualify bidders without requesting any outstanding document/information.

### 5.2 Mandatory Requirements

A list of mandatory returnable documents must be consulted to understand which documents are required at the closing date and time. Further, to the mandatory returnable documents/information ACSA will only consider bidders which have:

### 5.3 Local Content and Production

Bidders must complete and return SBD 6.2 (Declaration of Local Content and Production form) on the closing date and time of this tender. ACSA will disqualify any bidder which has not submitted the SBD 6.2 form on the closing date and time. The form must be completed under **Section 2** at 2.8 of this tender document.

### 5.4 Functionality / Technical

#### 5.4.1 Functionality hurdle breakdown

N/A

The description of the functionality evaluation criteria is explained below.

### 5.5 Price and B-BBEE

This is the final stage of the evaluation process and will be based on the PPPFA preference point system of **80/20**



## SECTION 7: DECLARATION FORM

### 7.1 Making a Declaration

Any legal person or persons having a relationship with persons employed by ACSA, including a blood relationship, may submit a bid in terms of this tender document. In view of possible allegations of unfairness, should the resulting bid, or part thereof, be awarded to persons connected with or related to ACSA employees, it is required that the bidder or his/her authorised representative declare his/her position in relation to ACSA employees or any member of the evaluation or adjudication committee which will consider bids. Furthermore, ACSA requires all bidders to declare that they have not acted in any manner inconsistent with the law, policy or fairness.

### 7.2 All bidders must complete a declaration of interest form below:

Full name of the bidder or representative of  
the bidding entity

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Identity Number

---

Position held in the bidding entity

---

Registration number of the bidding entity

---

Tax Reference number of the bidding entity

---

VAT Registration number of the bidding entity

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I/We certify that there is a / no relationship between the bidding entity or any of its shareholders / directors / owner / member / partner with any ACSA employee or official.

Where a relationship exists, please provide details of the ACSA employee or official and the extent of the relationship below

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**7.3 Full Names of Directors / Trustees / Members / Shareholders of the bidding entity**

Full Name	Identity Number	Personal Income Tax Reference Number

**7.4 I/We declare that we have not acted in any manner which promotes unfairness, contravenes any law or is against public morals. We further certify that we will in full compliance of this tender terms and conditions as well as ACSA policies in the event that we are successful in this tender.**

**Declaration:**

I/We the undersigned \_\_\_\_\_ (Name) hereby certify that the information furnished in this tender document is true and correct. We further certify that we understand that where it is found that we have made a false declaration or statement in this tender, ACSA may disqualify our bid or terminate a contract we may have with ACSA where we are successful in this tender.

 \_\_\_\_\_  
 Signature

 \_\_\_\_\_  
 Date

 \_\_\_\_\_  
 Position

 \_\_\_\_\_  
 Name of bidder



## Section 8: DECLARATION OF FORBIDDEN PRACTICES

I/We hereby declare that we have not/been found guilty of any illegal activities relating to corruption, fraud, B-BBEE fronting, anti-competitive practices and/or blacklisted by an organ of State Owned Company, etc. and/or any other forbidden practices.

I/We declare the following:

	Description	Penalty	Organ of State / State Owned Company
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Furthermore, I/We declare that to the best of my/our knowledge there is /are no further practices to be declared or which are in the process of being finalised. The following are alleged practices which have not yet been finalised.

	Description	Organ of State / State Owned Company
a)		
b)		

This declaration was signed on \_\_\_\_\_ of \_\_\_\_\_ 202\_\_\_\_\_

Name:

\_\_\_\_\_

Designation:

\_\_\_\_\_

Signature:

\_\_\_\_\_