



Glenwood Office Park Cnr. Oberon &
Sprite Streets
Faerie Glen 0043
PO Box 73000, Lynnwood Ridge 0040
Tel : [\(012\) 845 2000](tel:(012)8452000)
www.idt.org.za

Request for Quotation

RFQ number: IDT/HO/RCU-11122023

Description: Provision of Security Threat/Risk Assessment Services to the Independent Development Trust (IDT) for a period of three (3) months.

SUBMISSION OF RFQ DOCUMENTS:

The Independent Development Trust
IDT Head Office
Glenwood Office Park
Corn. Oberon & Sprite Ave.
Faerie Glen, Pretoria
0081

Closing date and time: **19 December 2023 @ 12:00pm**

All quotations received after the closing date and time will not be considered.

Bidder/s are required to complete the below:

1. National Treasury Central Supplier Database number MAAA_____
2. Name of Company _____
3. Company - Unique SARS Tax Compliance Pin Number _____
4. Company Tax Reference number _____

Board of Trustees: Adv. Kwazi Mshengu (Chairperson), Ms. Karabo Siyila, (Deputy Chairperson), Ms. Lindelwa Dlamini, Ms. Prudence Mkhwanazi, Mr. Krishen Sukdev, Adv. Lufuno Nevondwe, Ms. Rehana Parker, Mr. Mpilo Mbambisa

Acting Chief Executive Officer: Ms. Tebogo Malaka.

Trust Registration No: IT 669/91

1. PURPOSE

Independent Development Trust (IDT) intends to procure Security Threat/Risk Assessment Services for a period of three (3) months.

2. BACKGROUND

The Independent Development Trust (IDT) is a Schedule 2 Public Entity governed by its Deed of Trust, the Public Finance Management Act (Act No. 1 of 1999), as amended by Act of No. 29 of 1999 (PFMA) and other relevant legislative frameworks. The IDT is mandated to support government in development programmes implementation across the three spheres of government. Its primary focus is on social infrastructure programme delivery management, i.e. schools, hospitals, courts and traditional service centers, etc.

3. EXECUTIVE SUMMARY

- 3.1. A system of security measures is essential to create an optimal information security environment. Such system naturally is as efficient as its weakest link/element. In this regard access control and movement control are the links or elements that are prerequisites for an effective security system.
- 3.2. Heads of institutions are responsible for the enforcement of the provisions of the Control of Access to Public Premises and Vehicles Act (Act 53 of 1985) for the purpose of safeguarding buildings or premises occupied or used by or under the control of government departments.
- 3.3. Since executive officials are constantly the target of enemies of the State, the necessary precautions should be taken to protect these officials against threats of blackmail or violence. The necessary precautionary and protective measures must be undertaken by the various institutions to ensure the safety of the officials concerned.
- 3.4. Given the business nature of the IDT and the role it plays in the delivery of the social infrastructure programme it comes with security inherent risks which if not adequately

managed may pose undesirable consequences. Security plays a crucial role on the safety of the IDT employees and its assets.

3.5. Security breach is one of the most critical risk that the entity faces from time to time which threatens the safety of employees and sustainability of the organisation. Given the lack of capacity and expertise within the IDT to conduct security threat/risk assessment, the IDT deemed it appropriate to seek service provider that will be able conduct independent security assessment.

4. DEFINITIONS

- **Accredited Security Service Provider:** These are firms with experience in providing security services that have employees that are registered with the professional body that is accredited to or exempted by the Private Security Industry Regulatory Authority (“PSIRA”).
- **Risk and Compliance Unit:** The IDT Risk and Compliance Unit and for the purpose of this bid the end user.
- **Security Risk Assessment:** Any kind of security assessment that requires the assessment and evaluation of threats/risk.
- **Security Service Provider:** A firm that provides security services.
- **IDT Offices:** Head Office including all Regional Offices.
- **Natural Continuation:** A task that represents a continuation of previous work carried out by the SSP and where a rapid selection is essential and/or the assignment is small and where confidentiality must be maintained.
- **Positive Reference:** A reference provided by the SSP that could be confirmed by the IDT and relates to a positive outcome.

- **Project Sponsor:** The CEO and/or any delegated official within the IDT.
- **SCM:** The Supply Chain Management Unit of IDT.
- **Third Party Quotations:** These are quotations submitted by the appointed SSP for work that would be done by a specialist engaged by the SSP for a portion of work.

5. ACRONYMS:

- IDT: Independent Development Trust
- SSP: Security Service Provider
- RCU: Risk and Compliance Unit
- CSD: Central Suppliers Database
- PSIRA: Private Security Industry Regulatory Authority

6. OBJECTIVE

6.1 The IDT wishes to engage an accredited Security Service provider who will be able to conduct security threat/risk assessment on IDT's Executives and Offices (Head Office and 4 Regional Offices) for a period of three (3) months.

7. LEGISLATIVE FRAMEWORK OF THE BID

7.1 Tax Legislation

7.1.1 Bidders must be compliant when submitting a proposal to IDT and remain compliant for the entire contract term with all applicable tax legislation, including but not limited to the Income Tax Act, 1962 (Act No. 58 of 1962) and Value Added Tax Act, 1991 (Act No. 89 of 1991).

7.1.2 It is a condition of this RFQ that the tax matters of the successful bidder be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

- 7.1.3 Bidders are required to be registered on the CSD at the time of appointment and the IDT shall verify the bidder's tax compliance status through the CSD or SARS e-Filing.
- 7.1.4 No Sub-Contracting is allowed unless if it is done with the prior written consent from the IDT.
- 7.1.5 Where Consortia / Joint Ventures are involved, each party must be registered on the Central Supplier Database at the time of appointment and their tax compliance status will be verified through the CSD or E-Filing.

7.2 **Technical Legislation and/or Standards**

- 7.2.1 Bidders should be cognisant of the legislation and/or standards specifically applicable to the services to be provided. This includes, but is not limited to, codes of conduct and methodologies issued by professional bodies, where applicable.

8. **SCOPE OF WORK**

8.1. The following deliverables have been identified:

- Conduct security risk/threat assessment on IDT's Executive and offices;
- Analyse and evaluate the risk/threat;
- Consequence and impact analysis;
- Conduct security screenings;
- Profiling of IDT Executives and offices in terms of the risk/threat exposure; and
- Provide recommendation on security measures and equipment to be implemented to mitigate against the risk of security breach in short, medium and long term.

8.2. The service provider should be able to accommodate additional security work that might arise during the three (3) months period;

- Conduct necessary preliminary enquiry to obtain an understanding of the IDT security environment; and engage relevant IDT officials for preliminary work.

8.3. The project entails the provision of an assessment to determine the adequacy of electronic security system and associated infrastructure at various entity's facilities in accordance with the requirements of minimum-security standards including but not limited to the following:

- Access Control System including turnstiles, gates, doors, etc.
- CCTV Surveillance System
- Security Fences, Intrusion Detection Systems
- Intercom & Voice Communication Systems
- Security Network Infrastructure
- Control Room
- Equipment Room
- Fire Detection and Suppression System for the Control and Equipment rooms
- Associated electrical power and backup installations
- Requirements of the security guards per site.

8.4. Cost Estimate

The Security Service Provider (SSP) will estimate the hours/cost and prepare a cost estimate for every individual project appointed. Where third party service providers are required to conduct specific specialised work under this process, the SSP must appoint a specialist service provider if and when required. The effort of the specialist service provider must also be estimated and disclosed separately in the cost estimate. Any cost estimate must clearly separate the following line items:

- 8.3.1 Hours and Rates; and
- 8.3.2 Third Party quotations.

The IDT will accept the cost estimate and agreed upon TOR in the form of an official purchase order.

8.5. Project Scope Management

In the event where the scope of work as contracted with the SSP requires further engagement or assignments, National Treasury's guidelines and IDT's supply chain management policy will apply.

8.6. Termination of Service

The IDT has the right to issue a direct instruction in writing to the SSP to continue or discontinue, in consultation with the Project Sponsor without diminishing the right of the SSP to recover the actual costs up to the point of termination in line with the contract.

9. EXPECTED DELIVERABLES

The SSP is required to conduct security risk/threats assessment in terms of industry best practices and compliant to all legal requirements in terms of the applicable legislation and present the work in the following form:

- 9.1 Project Plan that consist of: work schedule, milestones and associated timeliness;
- 9.2 Conduct gap analysis of the security system and the security operations;
- 9.3 Conduct regional visits to perform site inspection and provide Security Risk Register, and Evaluation Reports
- 9.4 Interim Report, updated schedule, including milestones and associated deadlines for milestones, gabs and recommendations;
- 9.5 Final report, a detailed report including supporting documentation, security gaps and possible recommendations to the CEO, must be submitted within an agreed upon time frame. In addition, this report may also contain Security Technology Infrastructure Plan, any process improvements recommendations to avoid the risk of security bridges of a similar nature;
- 9.6 Presentation of draft and final reports to IDT and the relevant organ of state.

10. COMMUNICATION AND REPORTING

The Project Sponsor will directly interact with the SSP in all instances. All communication and reporting will be carried in line with the project plan.

11. EVALUATION CRITERIA

RFQ will be evaluated into three (3) stages i.e. Mandatory, Functionality, Price and IDT Specific Goals.

11.1. Mandatory Requirements

- A Company that is registered with PSIRA.
- **The above proposed bidder must be registered with Private Security Industry Regulatory Authority (“PSIRA”).**

The bidder must submit their proof of registration, attached in this RFQ document;

- Duly completed and signed: SDB 4 (Bidder’s Disclosure), attached in this RFQ document.
- Duly completed and signed: SDB 6.1 (Preference Points Claim Form in Terms of the Preferential Procurement Regulations 2022), attached in this RFQ document.
- The bidder must submit a copy of National Treasury CSD Report and / MAAA Number.

Note: non-compliance with the mandatory criteria will result in automatic disqualification and not be evaluated further on functionality.

11.2. FUNCTIONALITY CRITERIA

The evaluation criteria for functionality as indicated in the table in below, will apply:

TOTAL SCORE			100	
NO	CRITERIA	WEIGHT	ELEMENT BREAKDOWN	
			SCORING VALUES	
A.	Bidder's Relevant Company Experience <i>The bidder must submit reference letters from previous clients where security risk assessment was conducted in either public/private sector.</i>	40	Company experience not more than five (5) years old in conducting security risk/threat assessment in either public/private sector. The bidder must submit at least two recent reference letters from previous clients where security services were conducted	
	(6 and above Reference letters)		(40)	
	(4 - 5 Reference letters)		(30)	
	(3 - 2 Reference letters)		(20)	
	(Less than two Reference letters)		(0)	
B.	Capacity (Bidder's Relevant Qualification) <i>Information on the CV will not be used to allocate points for qualification. Actual copy of qualification must be provided.</i>	20	The Project Team Manager/Leader must at least have Certificate/Diploma/Degree in Security Management or Law or Risk Management or Auditing or Forensic Investigating/Investigative or Forensic Accounting or Investigation of Financial Crime or Law for Commercial Forensic Practitioners or Policing qualification or security related qualification (Security Technology/Electronic Security System)	
	Certified Postgraduate Diploma or Honors Degree (NQF 8)		(20)	
	Certified Diploma / Bachelor Degree (NQF 6 & 7)		(15)	
	Certificate (Below NQF 6)		(10)	
	Less than Certificate (Below NQF 6)		(0)	
C.	Capacity (Bidder's Relevant Experience) <i>The bidder must provide a comprehensive CV for the proposed team / project leader detailing the work experience</i>	40	The bidder Project Team Manager/Leader must have a minimum of five (5) years' experience in security services	
	Eleven and above years of working experience		(40)	
	Six – Ten years of working experience		(30)	
	Five years of working experience		(20)	
	Less than five years of working experience		(0)	

The tender submission will be technically evaluated out of a maximum of 100. A threshold of 70 out of the 100 has been set. All bidders achieving less than the set threshold of 70 points out of 100 points will not proceed to the next phase and not be evaluated for Price and Specific Goals.

11.3. Price & Specific Goals:

11.3.1.1 Evaluation will be based on price and specific goals in line with the provisions of the Preferential Procurement Policy Framework Act of Regulation 2022.

11.3.1.2 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).

11.3.1.3 As the RFQ price is estimated to be below R 50 000 000.00, therefore the 80/20-point system will be used to evaluate this RFQ/Tender.

The points for this RFQ will be allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TARGETED GROUP	
Women	6
Youth	6
People with Disabilities	4
Black People	4
Total points for Price and SPECIFIC GOALS	100

- The bidder must submit a fully completed and signed SBD 6.1 accompanied with copy of

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Acting Chief Executive Officer: Ms. Tebogo Malaka.

Trust Registration No: IT 669/91

Company Registration Document (CIPC) and the below supporting documents in order to claim and or allocated points on specific Goals.

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 People	(Originally Certified ID Document)

Non-submission of Source documents will result in the allocation of zero points for specific goals.

Service provider/s must ensure that the price quotations are inclusive of all applicable taxes (including VAT).

PRICING CONSIDERATIONS:

The quotation must reflect a detailed cost breakdown, and any indirect costs with the rendering of the service. The RFQ rates shall be fixed and shall remain firm for the duration of the contract, and all bidders are advised to use the pricing schedule provided to populate their quotation.

11.4. PRICING SCHEDULE

- (i) The accompanying information must be used for the formulation of proposals.
- (ii) Bidders are required to indicate rates charged/cost per unit.

No	Description of the service	Unit	Estimated Timeframes (Weeks)	Bid Sum (R) (Excl Vat)
1	Stage 1: Site investigation and assessment - Conduct security risk/threat assessment and security screening	Head office plus four (4) regional offices	4	

2	Stage 2 – Collection and processing of data		4		
3	Stage 3 – Reporting		2		
4	Stage 4 – Project close-up		2		
TOTAL (EXCLUSIVE OF VAT)					
15% VAT					
TOTAL (INCLUSIVE OF VAT)					

11.5. DISBURSEMENTS:

Disbursements for accommodation and travelling must be included in the RFQ prices.

A list of IDT's' offices is provided below to indicate the vastness of the area per town:

No	Town	Offices
1	Pretoria - Faerie Glen	Head Office
2	Durban	Regional Office
3	Polokwane	Regional Office
4	Beacon Bay - East London	Regional Office
5	Mafikeng	Regional Office

The RQF will be awarded based on price. The price must be fixed for the duration of the contract.

- (iii) Upon appointment, quotation will be requested based on the work to be undertaken so that an order can be raised.
- (iv) Price anticipated should remain the same upon appointment for a specific work.
- (v) Any adjustments must be approved by the IDT CEO, Senior Manager or delegate.

The bidder to provide IDT with quotation on a company letterhead.

In terms of PFMA SCM Instruction No. 02 OF 2021/2 (Threshold Values for The Procurement of Goods and Services by means of Petty Cash, Written Price Quotations or Competitive Bids) Clause 3.2.1. reference as *“Accounting officers / authorities must invite written price quotations*

for requirements up to an estimated value of R1 000 000 (inclusive of all applicable taxes) from prospective suppliers who are registered on the Central Supplier Database (CSD)".

Service providers must quote the IDT on rates for the service that will be rendered, and the quoted price must be valid for at least thirty (90) days after the closing date of this Request for Quotation.

- All **SCM** queries related to this RFQ must be submitted in writing to: Mmapula Montsho SecurityAssessment@idt.org.za
- All **Technical** related Queries must be directed in writing to: Bridgette Mogale SecurityAssessment@idt.org.za

NB: No query shall be allowed 12 hours prior to the closing date and time of this Request for quotation.

NB: The Independent Development Trust Reserve the right to withdraw or cancel this RFQ without prior notification to the respondents.

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 interest in the enterprise, employed by the state?

YES

/ NO

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES /

NO

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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Board of Trustees: Adv. Kwazi Mshengu (Chairperson), Ms. Karabo Siyila, (Deputy Chairperson), Ms. Lindelwa Dlamini, Ms. Prudence Mkhwanazi, Mr. Krishen Sukdev, Adv. Lufuno Nevondwe, Ms. Rehana Parker, Mr. Mpilo Mbambisa

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Trust Registration No: IT 669/91

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 consortium 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



SBD 6.1

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 **80/20** preference point system.
- b) **80/20 preference point system** will be applicable in this tender. The lowest/ highest

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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	80
SPECIFIC GOALS	20
TARGETED GROUP	
Women	6
Youth	6
People with Disabilities	4
Black People	4
Total points for Price and SPECIFIC GOALS	100

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 People (Originally Certified ID Document)

Non-submission of Source documents will result in the allocation of zero points for specific goals.

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 SYSTEMS

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

80/20	or	90/10
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$	or	$Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$
Where		

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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
$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$	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 (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	6	
Youth	6	
People with Disabilities	4	
Black People	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 People (Originally Certified ID Document)

DECLARATION WITH REGARD TO COMPANY/FIRM

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

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4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole proprietor
- 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.
 - (e) of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(f) forward the matter for criminal prosecution, if deemed necessary.

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SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

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