



**MUNISIPALITEIT  
RICHTERSVELD  
MUNICIPALITY**

<b>TENDER NUMBER</b>	<b>TMS03/NC061/08/2025</b>
<b>CLOSING TIME AND DATE</b>	<b>29 AUGUST 2025 @12H00 MIDDAY</b>
<b>TENDER FOR THE APPOINTMENT OF A SUITABLE SERVICE PROVIDER TO SUPPLY, INSTALL AND MAINTAIN A HOSTED VOIP- VOICE OVER INTERNET PROTOCOL WITH 10 MBPS DEDICATED INTERNET LINE AND IP PHONES FOR RICHTERSVELD MUNICIPALITY FOR 36 MONTHS</b>	
<b>Contractor / Bidder</b>	
<b>Bid amount</b>	
<b>Physical address</b>	
<b>Contact person</b>	
<b>Telephone no.</b>	
<b>Fax no.</b>	
<b>Cell no.</b>	
<b>Email address</b>	

## CONDITIONS OF TENDER

1. The prospective bidder's attention is drawn to the following list of forms, attached to this document and other documents that **shall** be completed and submitted with his/her bid documents:

- a) Tender Form
- b) Form of Offer
- c) Declaration of interest
- d) Certificate of independent Bid Determination
- e) **An Tax Clearance Certificate issued by the South African Revenue Services**
- f) **A current account or proof that utilities account (municipal rates and taxes, water and lights account) of the bidder is up to date. (Not in arrears for more than 3 months).**

**Proof of registration for VAT (if applicable).**

**Central Supplier Database (CSD) Registration Number.**

In terms of Section 112 (1) I of the Local Government Municipal Finance Management Act, (Act 56 of 2003), persons who were convicted of fraud or corruption or who willfully neglected, reneged on or failed to comply with a government tender during the past 5 years, or whose tax matters are not cleared by the South African Revenue Services may not participate in the tendering process and the Tenderers shall submit a sworn statement to this effect.

2. **The official tender form shall be completed in BLACK ink and any corrections to the official tender form must also be made in BLACK ink and signed by the bidder. Any tender documents received with correction fluid (Tippex) corrections shall be disqualified.**
3. Bids shall be sealed and endorsed **(with bid number and bid description)** and must be deposited at Richtersveld Municipality's tender box **(Cashiers office)**.
4. Richtersveld Municipality's Supply Chain Management Policy shall apply and Revised Preferential
5. Procurement Policy
6. Late, Telexed, faxed or emailed tenders will not be accepted.
7. **The Council does not bind itself to accept the lowest or any tender and reserves the right to accept any tender in whole or in part.**
8. **Persons in the service of the state are not allowed to bid.**
9. In the event that you are awarded a tender the strict compliance with terms have to observed and in so doing within a period (3 days) (\*after an order is issued) a confirmation letter must be forwarded by you in terms of which you need to indicate whether or not you will be in a position to source the items per the tender and deliver same by the due date.
10. In the event that you do not furnish us with the said letter as requested and fail to comply as per the tender the Richtersveld Municipality reserves in terms of rights to cancel this tender automatically after 3 days on the basis of your non-compliance and furthermore should you fail to deliver said goods which

May necessitate the allocation of a new supplier the Richtersveld Municipality may impose any further penalty or charges against you.

11. **In the case where all MBD Documents are not completely filled and returned, your quotation will be disqualified.**
12. **The Revised Preferential Procurement Policy of Richtersveld Municipality will be used to evaluate all the Formal Tenders. 80 for pricing and 20 for Specific goals as well as Functionality where bidders are required to score 70 Points.**
13. Bidders must ensure that, the company status is “**in business**” with the **Company and Intellectual Property Commission (CIPC)**.
14. Bidders who are not registered on the Central Supplier Database are requested to contact National Treasury at [csd@treasury.gov.za](mailto:csd@treasury.gov.za) or 012 406 9222 for any assistance.

**Richtersveld Municipality  
TMS03/NC061/08/2025**

<b>DOCUMENT</b>	
<b>INVITATION TO BID</b>	<b>MBD 1</b>
<b>TERMS OF REFERENCE/SPECIFICATIONS</b>	
<b>PRICING SCHEDULE – FIRM PRICES (PURCHASES)</b>	<b>MBD 3.1</b>
<b>DECLARATION OF INTEREST</b>	<b>MBD 4</b>
<b>PREFERENCE POINTS – SPESIFIC GOALS AS STIPULATED IN ADVERTISEMENT</b>	<b>MBD 6.1</b>
<b>CONTRACT FORM – PURCHASE OF GOODS</b>	<b>MBD 7.1</b>
<b>DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES</b>	<b>MBD 8</b>
<b>CERTIFICATE OF INDEPENDENT BID DETERMINATION</b>	<b>MBD 9</b>
<b>FORM OF OFFER AND ACCEPTANCE</b>	

## PART A

MBD 1

## INVITATION TO BID

**YOU ARE HEREBY INVITED TO PARTICIPATE IN THE TENDER PROCESS FOR APPOINTMENT OF A SUITABLE SERVICE PROVIDER TO SUPPLY, INSTALL AND MAINTAIN A HOSTED VOIP- VOICE OVER INTERNET PROTOCOL WITH 10 MBPS DEDICATED INTERNET LINE AND IP PHONES FOR RICHTERSVELD MUNICIPALITY FOR 36 MONTHS**

BID NUMBER:	TMS03/NC06 1/08/2025	CLOSING DATE:	29 AUGUST 2025	CLOSING TIME:	12H00 MIDDAY
-------------	-------------------------	------------------	----------------	------------------	-----------------

DESCRIPTION	TENDER FOR THE APPOINTMENT OF A SUITABLE SERVICE PROVIDER TO SUPPLY, INSTALL AND MAINTAIN A HOSTED VOIP- VOICE OVER INTERNET PROTOCOL WITH 10 MBPS DEDICATED INTERNET LINE AND IP PHONES FOR RICHTERSVELD MUNICIPALITY FOR 36 MONTHS
-------------	--

**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).**

**TENDER DOCUMENTS MAY BE DEPOSITED IN  
THE TENDER BOX SITUATED AT  
(169 MAIN ROAD, PORTNOLLOTH, 8280)**

**MUNICIPAL BUILDING**

**CASHIERS OFFICE**

**PORT NOLLOTH**

**8280**

## 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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	Yes No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	Yes No [IF YES, ANSWER PART B:3 ]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER	.....	DATE	
THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
FINANCE DEPARTMENT	SUPPLY CHAIN MANAGEMENT	ADMINISTRATION DEPARTMENT	INFORMATION TECHNOLOGY DEPARTMENT
CONTACT PERSONS	S. Van Niel and F. Young	CONTACT PERSON	Alex September
TELEPHONE NUMBER	027 851 1106	TELEPHONE NUMBER	027 851 1107
E-MAIL ADDRESS	<a href="mailto:serah@richtersveld.gov.za">serah@richtersveld.gov.za</a> / <a href="mailto:fabiola@richtersveld.gov.za">fabiola@richtersveld.gov.za</a>	E-MAIL ADDRESS	<a href="mailto:alex@richtersveld.gov.za">alex@richtersveld.gov.za</a>

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

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE</b>
1.3. This Tender is subject to the <b>REVISED PREFERENTIAL PROCUREMENT POLICY OF RICHTERVELD MUNICIPALITY</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
<b>2.1 BIDDERS MUST SUBMIT A VALID TAX PIN SO THAT TAX STATUS CAN BE VERIFIED</b>

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

SIGNATURE OF BIDDER: .....  
CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
DATE:.....

## **TAX CLEARANCE CERTIFICATE REQUIREMENTS**

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

1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.

2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.

3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.

4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.

5 Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).

6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za).



Richtersveld Municipality  
169 Main Road  
Port Nolloth  
8280

### CLEARANCE CERTIFICATE FOR WATER & LIGHTS

Section 38 (d) (i) of Municipal Supply Chain Regulations requires that the municipality must reject a bidder whose municipal rates and taxes are in arrears for more than three months.

The purpose of this form is to obtain prove that municipal services, rates and taxes of the service provider are not more than three months in arrears with the relevant municipality / landlord in the municipal area where the service provider conduct his / her business. **This form is to be completed only if the service provider's rates and taxes are not in arrears for more than three months.**

**EACH BIDDER MUST COMPLETE THE BELOW CHECKLIST** *(Please tick with X where appropriate):*

QUESTIONS		YES	NO
1. Is your municipal rates and taxes account up to date/current (not in arrears for more than three months)?			
2. If yes, please submit proof in the form of the <b>original or certified copy</b> of the bidder's municipal rates and taxes account.			
3. Does the bidder lease/rent the property where the business is situated?			
4. If yes provide the contact name and contact number of the lessor/landlord:			
<b>Contact Name:</b>	<b>Contact Number:</b>		
5. Please attach the copy of the lease agreement signed by the Landlord/ lessor and the tenant/lessee as proof.			

I (FULL NAMES), \_\_\_\_\_ OF (PHYSICAL ADDRESS) \_\_\_\_\_ being a Director / principal shareholder, owner of company<sup>1</sup> (COMPANY NAME)

---

Hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge.



**TENDER FOR THE APPOINTMENT OF A SUITABLE SERVICE PROVIDER TO SUPPLY, INSTALL AND  
MAINTAIN A HOSTED VOIP- VOICE OVER INTERNET PROTOCOL WITH 10 MBPS DEDICATED  
INTERNET LINE AND IP PHONES FOR RICHTERSVELD MUNICIPALITY FOR 36 MONTHS**

Richtersveld Municipality is requesting bidders to submit tenders for the Supply, Installation, and Maintenance of VOIP – voice over internet with 10 mbps dedicated internet line and IP Phones of Richtersveld Municipality for 36 months.

**1. PURPOSE**

2. Richtersveld Municipality is requesting bidders to submit tenders for the Supply, Installation, and Maintenance of VOIP – voice over internet with 10 mbps dedicated internet line and IP Phones of Richtersveld Municipality for 36 months.

**SPESIFICATIONS**

**VOIP – Voice over Internet Protocol – 10MBPS Dedicated Internet Line for the following sites:**

1. Main Office
2. Political Office
3. Old Clinic Building
4. Workshop
5. Caravan Park Office

**Requested total IP phones Per Sites & Description:**

**MAIN OFFICE: TOTAL 32**

Normal Base IP Phones – 24x

Executive IP Phones – 7x

Switch Board with Extender -1x

**POLITICAL OFFICE & LIBRARY: TOTAL 4**

Normal Base IP Phones – 2x

Executive IP Phones – 1x

Wireless Base IP Phone – 1x

**OLD CLINIC BUILDING: TOTAL 3**

Normal Base IP Phones – 3x

**WORKSHOP: TOTAL 3**

Normal Base IP Phones – 3x

**CARAVAN PARK OFFICE: TOTAL 1**

Wireless Base IP Phone – 1x

**TOTAL REQUESTED IP PHONE: 43**

**NB – OPTION SHOULD BE MADE AVAILABLE BY BIDDERS WHEN EXTRA EXTENTION IS NEEDED  
PLEASE PROVIDE MONTHLY COST**

**FULL SPECIFICATION OF REQUESTED VOIP**

**SCOPE OF WORK:**

**Internet Connection Solution**

- Provide Internet connection for a period of 3 Years.
  - Service Provider must provide Routers and Switches (Rack Mounting, QoS, Management features/Switching Capability) as part of the solution to support Data requirements as well as support the VoIP Cloud PBX solution.
- Implement QoS (Quality of Service).
- Provide a Network Diagram of the implemented solution.
- Provide LAN equipment where needed.
- LAN equipment to remain the property of the municipality at the end of the contract.
- 20 Hours IT Service/Support per month

**VoIP (Cloud PBX) Solution**

- Provide Richtersveld Municipality with a Cloud Based VoIP solution for a period of 3 years.
- Provide Support and Maintenance on the Cloud Based VoIP solution for a period of 3 years.
- Provide Richtersveld Municipality with a Cloud Based VoIP solution that will reduce telephone costs.
- Provide the Richtersveld Municipality with a Telephone management System (TMS) for billing and monitoring purposes.

**Provide a Cloud Based VoIP solution that will prevent the use of municipal telephone by unauthorized persons.**

- Provide support for existing IP Phones.
- Provide a clear fault reporting process and escalation plan on calls logged with a clear indication of turnaround times.
- Provide the solution rate tables chargeable to the various networks.
- Retain existing telephone numbers.

Ability to manage and maintain the solution remotely. **VoIP (Cloud PBX) Standard Features**  
**Minimum Requirements Features**

Call Forwarding

Call Monitoring (Listen/Whisper/Barge-in)

**Description**

The solution should support status-based call forwarding, which allows users to forward incoming calls to different destinations based on their presence status.

The solution should be able monitoring conversations between employees and customers for improving communication and customer service. The solution should be able to monitor agent's conversations in the following ways: Call listening: Listen to the active call between the agent and customer to ensure that quality standards are met, without the agent or customer knowing. Call whispering: Talk to the agent, and give assistance to the agent during an active call, without the customer hearing the discussion. Call barging: Join the call to speak with both the agent and customer, provide immediate assistance, and improve customer satisfaction.

<u>Call Parking</u>	Be able to park a call randomly on the available parking number, and retrieve the parked call at a different destination
<u>Call Pickup</u>	The solution should allow employees to pick Colleagues calls remotely, without having to walk to the te Call Transfer (Attended/Blind)
	Call Waiting

**FULL SPECIFICATION OF REQUESTED VOIP**

Call Flip/Switch	Allow users to flip their ongoing calls from current device to another (with their extensions registered), without any interruption to the conversation.
IVR	The solution should offer Interactive Voice Response (IVR), automated telephony technology that interacts with callers, gathers information, and routes calls to the appropriate destinations based on the caller’s selection. The IVR should act as a virtual receptionist to handle large volumes of calls.
Queue	Be able to design queues to allow callers to talk with agents according to their business functions.
Ring Group	Support a minimum of 100 Ring Groups; include at a minimum Ring All; Ring Sequentially or Memory hunt
Paging & Intercom	The solution should allow for a paging and intercom feature to help users broadcast announcements over one or more speakers, without the called party picking up the handset
Conference Rooms	Offer a dial-in conference feature that allows multiple participants, including internal users and external users, to start a conference call, and talk to each other anywhere and anytime.
<u>CDR &amp; Basic Reports</u>	Offer intuitive visual call reports, which allow you to check call statistics of different objects, such as extensions, trunks, queues, ring groups, etc.
<u>Dial by Name</u>	The solution should offer the ability to set the IVR Keypress to Dial by Name, together with the IVR prompt to guide callers to search the desired extension by name. The solution should support Caller ID, a telephone service that transmits a caller's telephone number to the called
<u>Caller ID</u> <u>Dial by Name</u>	The solution should offer the ability to set the IVR Keypress to Dial by Name, together with the IVR prompt to guide callers to search the desired extension by name. The solution should support Caller ID, a telephone service that transmits a caller's telephone number to the called party's device when a call is established.
CID-based & DID-based Call Routing DID (Direct Inward Dialing)	Be able to route inbound calls based on DID. Support DID numbers to identify incoming calls of different purposes, such as incoming calls for customer service, sales, etc. DID numbers must also be assigned to individual employees. In this way, callers can dial directly into extension users on the solution.
<u>DND (Do Not Disturb)</u>	Should automatically reject calls on a Yealink handset and the callers will receive a busy message or if a divert has

**VoIP (Cloud PBX) Business Features Minimum Requirements Features**  
**Call Recording**

**Call Allow/Block List**

**BLF Support**  
**Busy Camp-on**

***FULL SPECIFICATION OF REQUESTED VOIP***  
**Business Hours & Holidays**

**Boss-Secretary**

**Custom Prompts**

**Distinctive Ringtone**

**Music on Hold**

**MOH Playlist & Streaming**

**T.38 Fax**

**Fax to Email**

**Voicemail**

user's mailbox in the event that the user can't answer the call received.  
Group Voicemail

**Voicemail to Email**

**PIN List**

**Speed Dial**

**Emergency Number**

**Emergency Notifications**

been set up so that when the handset is unreachable the call will follow the divert rules which are in place when DND is active.  
Description

Be able to record the voice conversation automatically when a call is established  
Be able to add trusted phone numbers to system allow list. Numbers in the allow list are allowed to dial in, dial out, or both.  
Support the monitoring of Extension Status by BLF Key  
Offer a Busy Camp-on feature as a busy-call handling method. When the caller's phone is busy, the caller can camp the call on Cloud Solution, the Cloud Solution informs the caller as soon as the caller's phone becomes available and re-establishes the call to save the caller's waiting time.

Be able to set global business hours and also supports custom business hours for designated users. Also known as Day/Night Service

Offer a boss-secretary feature to allow the secretary to filter incoming calls for the boss.  
Offer recorded audio messages to be played to callers. In addition to the default system prompts, the solution must be able to upload custom prompts to better suit business specific call scenarios.

Offer distinctive ringtones to allow employees to distinguish between incoming calls without looking at the Caller Name or Caller ID on the phone display.  
The solution should have the ability to upload an audio file to play to customers while they are on hold.  
Offer both Local audio MoH playlist and Streaming music MoH playlist

The solution must support T.38 fax signals to be transmitted over IP networks in their native format.  
The solution should also include a secondary option to receive fax communication via email.

Provide callers the option to leave voice messages in a  
Offer a feature for a team to share the workload of reading and responding to voicemail messages.  
The solution should support receiving voicemails left by callers in their absence via email notification.

The solution should support a PIN List feature for managing lists of PINs (numerical passwords). These PINs can be used to access restricted features, such as outbound routes and DISA (Direct Inward System Access)  
Offer the ability to define a shortcut number. Users must be able to use the speed dial feature to place a call by pressing a reduced number of keys.

To ensure that users can make emergency calls for help when an accident occurs, regardless of their calling plan, users should be able to contact an emergency number.

Once an emergency call is made the solution should send notification to a designated emergency contact.

<u>SIP Forking</u>	Allow for an extension number to be registered by multiple SIP phones. When a call reaches the extension, all registered phones will ring simultaneously, and you can take the call from any device easily.
<u>VoIP (Cloud PBX) Administration Features Minimum Requirements Features</u>	Description
<u>Web-based Management Portal</u>	Offer web portals for users with different roles to quickly set up and manage the solution
<u>Graphical Dashboard</u>	Offer the Administrator a GUI System Dashboard showing a historical and real-time view of events on the solution including System performance; System information; System status; Event trend.
<u>Auto Provisioning</u>	The solution should offer Auto Provisioning that helps to manage and deploy IP phones centrally.
<u>Bulk Import &amp; Export</u>	Support the ability to create CSV (comma-separated values) files that can expedite the bulk creation of various settings
<b><i>FULL SPECIFICATION OF REQUESTED VOIP</i></b>	
<u>Extension Group &amp; Organization</u>	Ability to add specific extensions to a group, assign user types to these extensions, and grant permissions to extension users with different user types.
<u>User Role &amp; Permission</u>	Based on an employee's job duty, the solution should allow for the creation of user roles and grant corresponding permissions.
<u>Operation Logs</u>	The ability to query a user's operations, or query operations by administrator or a specific extension including IP Address and Time of operations
<u>Event Logs</u>	Allow for the tracing of events including Event Type; Event Level; Status; Event Name and Event Time
<u>Event Notifications</u>	Send notifications to relevant contacts of events within the solution.
<u>Backup and restore</u>	The solution should automatically generate backup files according to a preconfigured schedule.
<u>Built-in SMTP Server</u>	Support the management of emails sent to users using the solution platform.
<u>SNMP Support</u>	Provide secure access to devices by authenticating and encrypting data packets over the network
<u>VoIP (Cloud PBX) Security Features Minimum Requirements Features</u>	Description
<u>SRTP &amp; TLS Call Encryption</u>	Offer encrypted RTP; SIP TLS to support secure SIP Messaging
<u>Auto &amp; Static Defense</u>	Offer static defense rules that are used to control and filter traffic; auto defense rules to prevent massive connection attempts or brute force attacks.
<u>Global Anti-hacking IP Blocklist</u>	Support the Global Anti-hacking IP Blocklist central database of IP addresses that have been blocked by systems worldwide or that are suspected of malicious activity or attack.
<u>Certificates</u>	Offer HTTPS protocol to secure SIP messaging when you access the PBX from web browser.
<u>Password Policy Enforcement</u>	Solution should include an account lockout policy to prevent unauthorized access
<u>Allowed Country IP's &amp; Codes</u>	Manage countries and regions that are allowed to access the solution.
<u>Outbound Call Frequency Restriction</u>	Manage rules to restrict the outbound call frequency in the solution

## IP Phones functionality and capability Minimum Requirements

### Operator Console

- 7" 800 x 480-pixel color touch screen with backlight
- HD voice: HD handset, HD speaker

- 
- Hearing aid compatible (HAC) handset
  - Acoustic Shield
  - Noise Filtering
  - Full-duplex hands-free speakerphone with AEC
  - Dial plan, XML Browser, action URL/URI
  - Redial, call return, auto answer
  - 16 VoIP accounts
  - Call hold, mute, DND
  - One-touch speed dial, hotline
  - Call forward, call waiting, call transfer
  - Dual-port Gigabit Ethernet
  - PoE support
  - USB port (2.0 compliant)
  - Wi-Fi
  - USB/Bluetooth connectivity
  - Busy Lamp Field (BLF)
  - QoS: 802.1p/Q tagging (VLAN), Layer 3 ToS DSCP
  - SIP v1 (RFC2543), v2 (RFC3261)
  - UDP/TCP/DNS-SRV (RFC 3263)
  - IPv6

### Add-on Console

- 4.3" 272 x 480-pixel color screen
- Color icons for rich visual experience
- up to 3 modules
- 3 Pages; 20 keys per page
- USB port (2.0 compliant) for data in and out
- Wallpaper, screensaver, power saving

### Standard IP Phones

- 2.4" 320 x 240-pixel color display
- Dual-port Gigabit Ethernet
- PoE support
- Up to 4 SIP accounts
- Support EHS Wireless Headset
- 4 VoIP accounts
- Call hold, mute, DND
- One-touch speed dial, hotline
- Call forward, call waiting, call transfer
- Redial, call return, auto answer
- QoS: 802.1p/Q tagging (VLAN), Layer 3 ToS DSCP
- LLDP/CDP/DHCP VLAN

Centralized Telephone Management Services  
 Multiple User access with restrictions.  
 Managers Mails every Monday.  
 Private Number Suggestion Report.  
 Cost Comparison report between voice packages  
 Live Productivity Dashboard views.  
 Live monitoring of call traffic for better efficiency  
 Live Dashboard Views - detailed or graph  
 Easy to use login platform  
 Multiple user access  
 Auto backup of your call data  
 Automatic feature and code book updates  
 Access to live data from any Internet enabled device - PC, Laptop, Tablet, Mobile phones  
 Multiple user login and passwords, with restriction levels  
 Customizable Tier Names (Up to 8)  
 Unlimited Client List  
 Unlimited Group Names for your Client List - Employees, Private, Business, Suppliers etc.  
 Report Requirements:  
 - Quick Report feature  
 - Exchange Summary report  
 - Extension Detail report  
 - Account Code Summary  
 - Account Code Detail  
 - Top # Report by Extensions  
 - Top # Report by Account Codes

## **PROCUREMENT RANGE**

This is a Formal Tender the Pricing starts from R 300 000 and above the bids will be evaluated on 80 Points for Price and 20 Points for Specific goals as well as functionality the maximum points that should be obtained is 70%

## **STANDARD CONDITIONS OF CONTRACT**

- Tenders , which are late, incomplete, unsigned or submitted by facsimile or electronically, will
- Not be accepted
- Richtersveld Municipality SCM and Revised Preferential Procurement Policy will apply
- The lowest or any quote will not necessarily be accepted and the Municipality reserves the right to accept where applicable a portion of any quotation;
- The Richtersveld Municipality reserves the right to enter into a maintenance agreement with the appointed company;
- All persons in the service of the state are not allowed to bid

FUNCTIONALITY TELEPHONE TENDER	TMS03/NC061/08/2025
<p><b><u>Experience in similar projects as per Scope of Works (60 points)</u></b></p> <ul style="list-style-type: none"> <li>• <i>Reference letters : 15 Points each (Maximum 30 points)</i></li> <li>• <i>Appointment letters : 15 Points each (Maximum 30 points)</i></li> </ul>	
<p><b><u>Years of experience of the Technician that will be installing the phones and wiring (20 points)</u></b></p> <ul style="list-style-type: none"> <li>• 10 and above Years – <b>20 Points</b></li> <li>• 6 - 9 Years – <b>15 Points</b></li> <li>• 3 – 5 Years – <b>10 Points</b></li> <li>• 2 Years – <b>5 Points</b></li> <li>• 0 - 1 Years – <b>1 Points</b></li> </ul> <p><b><u>Curriculum Vitae must be submitted</u></b></p>	
<p><b><u>Registration with public communications regulating body (20 points)</u></b></p> <ul style="list-style-type: none"> <li>• ICASA (20 points)</li> </ul>	
<b>TOTAL POINTS</b>	



**PRICING SCHEDULE – FIRM PRICES (PURCHASES)**

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder.....

Closing Time: **12H00** Closing Date: **29 AUGUST 2025**

**OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.**


---

ITEM QUANTITY DESCRIPTION BID PRICE IN RSA CURRENCY  
NO.

\*\*(ALL APPLICABLE TAXES INCLUDED)

- Required by: .....
- At: .....
- Brand and Model .....
- Country of Origin .....
- Does the offer comply with the specification(s)? \*YES/NO
- If not to specification, indicate deviation(s) .....
- Period required for delivery .....
- \*Delivery: Firm/Not firm
- Delivery basis .....

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

\*\* “all applicable taxes” includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies

\*Delete if not applicable

**DECLARATION OF INTEREST**

1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their positioning relation to the evaluating/adjudicating authority.
- 3 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number: .....

3.3 Position occupied in the Company (director, trustee, hareholder<sup>2</sup>):.....

3.4 Company Registration Number: .....

3.5 Tax Reference Number:.....

3.6 VAT Registration Number: .....

3.7 The names of all directors / trustees / shareholder members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

**3.8 Are you presently in the service of the state? YES / NO**

3.8.1 If yes, furnish particulars. ....

<sup>1</sup>MSCM Regulations: “in the service of the state” means to be –

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

<sup>2</sup> Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

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

3.9.1 If yes, furnish particulars.....

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

3.10.1 If yes, furnish particulars.

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

3.11.1 If yes, furnish particulars

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

3.12.1 If yes, furnish particulars.

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

3.13.1 If yes, furnish particulars.

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

3.14.1 If yes, furnish particulars:

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

Full Name	Identity Number	State Employee Number

.....  
**Signature**

.....  
**Date**

.....  
**Capacity**

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

**PREFERENCE POINTS WILL BE AWARDED IN TERMS OF THE REVISED PREFERENTIAL PROCUREMENT**

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS**

**1. GENERAL CONDITIONS**

**Evaluation Criteria -80 Points for Price and 20 Points for Specific Goals as per above MBD 6.1**

**The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province.**

**Maximum 10 Points to be obtained**

**Namaqua Region [10 Points]**

**Within the boundaries of the Northern Cape [5 Points]**

**The promotion of South African owned enterprises – [10 Points]**

The maximum points for this bid are

The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

**2. DEFINITIONS**

- 2.1 **“all applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 **“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;
- 2.3 **“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;
- 2.4 **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.5 **“EME”** means any enterprise with an annual total revenue of R5 million or less .
- 2.6 **“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;
- 2.7 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;

- 2.8 **“non-firm prices”** means all prices other than “firm” prices;
- 2.9 **“person”** includes a juristic person;
- 2.10 **“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;
- 2.11 **“trust”** means the arrangement through which the property of one person is made over more Bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.12 **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. **BID DECLARATION**

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

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

- 9.1 Name of firm :.....
- 9.2 VAT registration number :.....
- 9.3 Company registration number :.....

:

- 9.4 **TYPE OF COMPANY/ FIRM**

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]

- 9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....

.....

.....

- 9.6 **COMPANY CLASSIFICATION**

Manufacturer

Supplier

Professional service provider

Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

Municipality where business is situated  
.....  
Registered Account Number .....  
Stand Number .....

9.8 TOTAL NUMBER OF YEARS THE COMPANY/FIRM HAS BEEN IN BUSINESS?

.....

- (i) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (ii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iii) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) Disqualify the person from the bidding process;
  - (b) Recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
  - (c) Cancel the contract and claim any damages which it has suffered as a result of having to make less favorable arrangements due to such cancellation;
  - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audialteram’partem (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution

**WITNESSES:**

1. ....

.....  
SIGNATURE(S) OF BIDDER(S)

2. ....

DATE:.....

ADDRESS:.....

.....

.....



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

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

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

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

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

**WITNESSES**

1 .....

2. ....

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

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

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

<b>ITEM NO.</b>	<b>PRICE (ALL APPLICABLE TAXES INCLUDED)</b>	<b>BRAND</b>	<b>DELIVER Y PERIOD</b>	<b>B-BBEE STATUS LEVEL OF CONTRIBUTIO N</b>	<b>MINIMUM THRESHOL D FOR LOCAL PRODUCTIO N AND CONTENT (if applicable)</b>

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

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

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

WITNESS

1 .....

2 .....

DATE

**MBD 8**

4.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

**CERTIFICATION**

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

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

.....  
**Signature**

.....  
**Date**

.....  
**Position**

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





Richtersveld Municipality  
Private Bag X113 Port  
Nolloth, 8280  
Republic of South Africa  
Tel: +27 851 1111  
Fax: +27 851 1101

**Please provide at least 3 references**

1. Name:.....  
     Company:.....  
     Position Held:.....  
     Contact Number (s) work.....  
         Mobile.....
2. Name:.....  
     Company:.....  
     Position Held:.....  
     Contact Number (s) work.....  
         Mobile.....
3. Name:.....  
     Company:.....  
     Position Held:.....  
     Contact Number (s) work.....  
         Mobile.....
4. Name:.....  
     Company:.....  
     Position Held:.....  
     Contact Number (s) work.....  
         Mobile.....
5. Name:.....  
     Company:.....  
     Position Held:.....  
     Contact Number (s) work.....  
         Mobile.....

## MBD 9

# CERTIFICATE OF INDEPENDENT BID DETERMINATION

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

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

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

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Municipality / Municipal Entity)

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

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

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

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

<sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

**FORM OF OFFER AND ACCEPTANCE**

**OFFER**

The Employer, identified in the acceptance signature block, has solicited offer to enter into a Contract in respect of the following service:

**TENDER NO: TMS03/NC061/08/2025**

The tenderer, identified in the offer signature block has examined the documents listed in the tender data and addenda thereto as listed in the tender 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 offer 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 of R..... be determined in accordance with the conditions of contract identified in the Conditions of Contract.

**THE OFFERED PRICE IS R.....(INCLUSIVE OF VAT)**

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 Conditions of Tender, whereupon the Tenderer becomes the party named as the Service Provider in the Condition of Contract.

Signature(s):.....  
.....

Name(s):.....  
.....

Capacity for the  
Tenderer: .....  
...

Name and address of  
organization).....

Name and  
Signature of  
Witness:.....

Date:.....

**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 Service Provider the amount due in accordance with the Conditions of Contract identified in the contract that is the subject of this agreement.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender scheduled as well as any changes to the terms of the offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to, and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule, which must be signed by the authorized representative(s) of both parties.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer’s agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now Service Provider) within five days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement shall constitute a binding between the parties.

Signature(s):

.....

Name(s):

.....  
.....

Capacity for the  
Employer: .....

(Name and address of  
organization).....

.....

Name and Signature of

Witness:.....

Date:.....

