

INVITATION TO BID

ARMD/2023/19 - THE APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION A COMPUTER NUMERICAL CONTROL (CNC) LATHE MACHINE AT ARMSCOR DOCKYARD

TABLE OF CONTENTS

KD17: 12 Pages

Annexure/Appendix:

KD18: 2 Pages

KD21: 1 Page

KD22: 2 Pages

KD24: 4 Pages

KD25: 1 Page

KD26: 2 Pages

KD27 5 Pages

Annexure 1 to KD 24 2 Pages

Annexure 2 to KD24 2 Pages

Annexure 1 to KD 25 2 Pages

PROPRIETARY INFORMATION

- Bid documents may **ONLY** be obtained from the Armscor Supply Chain Management Department.
- Bid documents obtained from Armscor may **NOT** be given to a third party.
- Bid proposals received from companies whose bid documents were **NOT** obtained from Armscor will **NOT** be considered.

Bids must ONLY be submitted in hard copy; electronic bids submissions are NOT acceptable.

Kindly register on the National Treasury's Central Supplier Database (CSD) via www.csd.gov.za

RETURNABLE DOCUMENTS CHECKLIST

Bidders are required to develop a returnable schedule annexure in accordance with the following table of contents

	List of documents required.	Submitted [Yes or No]	
		Yes	No
1.	Central Supplier database (CSD) registration report or Unique Registration Reference Number	<input type="checkbox"/>	<input type="checkbox"/>
2.	Valid Tax Clearance Certificate (s) and or proof of application endorsed by SARS and / or SARS issued verification pin code.	<input type="checkbox"/>	<input type="checkbox"/>
3.	Copies of bidders CIPC Company registration documents listing all members with percentage, See bidding structure for required documents.	<input type="checkbox"/>	<input type="checkbox"/>
4.	Copy of the Joint Venture / Consortium Agreement duly signed by all parties	<input type="checkbox"/>	<input type="checkbox"/>
5.	Copy of the Sub-Contracting Agreement duly signed by all parties	<input type="checkbox"/>	<input type="checkbox"/>
6.	Valid proof of BBBEE status for the bidder and its sub-contractor(s)	<input type="checkbox"/>	<input type="checkbox"/>
7.	Designated sectors: Local production and content. (Where applicable)	<input type="checkbox"/>	<input type="checkbox"/>
8.	Originally certified copy of Identity Document for the Company representative	<input type="checkbox"/>	<input type="checkbox"/>
9.	Copy of latest audited financial statements	<input type="checkbox"/>	<input type="checkbox"/>
10.	Bid conditions acceptance form on KD17 (Mandatory)	<input type="checkbox"/>	<input type="checkbox"/>

**ARMAMENTS CORPORATION OF SOUTH AFRICA SOC LTD
(ARMSCOR)**

Company registration: 1968/008611/06 Vat registration: 4500101169

REQUEST FOR BID: ARMD/2023/19 - THE APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION A COMPUTER NUMERICAL CONTROL (CNC) LATHE MACHINE AT ARMSCOR DOCKYARD

1. INSTRUCTIONS ON SUBMISSION OF BIDS

- 1.1 Bid Closing at **11:00 am** on **05/12/2023 (SOUTH AFRICAN TIME)**
- 1.2 Bids must be submitted in a sealed envelope marked with this bid reference number.
- 1.3 The sealed envelope must be deposited in the bid box at Armscor Dockyard, Cole Point Security gate, Simon's Town before the bid closing date and time addressed to:
- The Divisional Manager Procurement & Logistics
Armscor Dockyard
- Postal address: Armscor Dockyard
Private Bag X3
Simon's Town, 7995
- Delivery address: Armscor Dockyard Tender Box
Dockyard Security Entrance
Cole Point Road
Simon's Town
- 1.4 Bids dispatched by the courier service Company must be marked with bid reference number on the delivery note / packaging and the courier must ensure that the bid document is deposited in the bid box before the closing date and time. **Armscor will not be held responsible for any delays where bid documents are handed to the Armscor Dockyard Reception.**
- 1.5 Bid proposals received after the closing time and date will not be considered.

2. ENQUIRIES

- 2.1 All queries regarding this bid must be addressed in writing to:
The Procurement Division
E-mail Address: **BambananiT@armscordy.co.za**

3. BID VALIDITY PERIOD

Bid proposals to remain valid for acceptance for a period of **hundred and twenty (120)** days counted from the closing date.

NOTE: Bids for the supply of the goods and/or services described in the attached documents are invited in accordance with the provisions of the General Conditions of Contract (A-STD-0020) Issue 5 dated 22 June 2022 , as well as any special condition contained in these documents. Copies of the General Conditions of Contract and the Rules of Procedure are available on Armscor's website at www.armscor.co.za.

BID AWARD RESULTS:

**Result on bid awarding information is not sent to unsuccessful bidders.
Particulars of successful bidders are also NOT published on the Armscor Acquisition Bulletin.**

BIDDING STRUCTURE

Indicate the type of bidding structure by marking with an 'X' in an appropriate box.	
Individual Bidder	
Joint Venture	
Consortium	
Using Sub-contractors	
Other	

Only fill the relevant category:

If individual bidder, indicate the following:	
Name of Bidder	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

If Joint Venture or Consortium, indicate the following: (To be completed for each JV/Consortium member)	
Name of Joint Venture / Consortium	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

If using subcontractors, indicate the following:	
Name of Prime - Contractor	
Percentage Value to be subcontracted	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
Subcontractor Details:	
Name of Subcontractor	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents for both Prime and Sub-Contractors:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

Other:	
Name of Bidder	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

Declaration:

I, as the duly authorized representative of the bidder hereby authorize Armscor to request, investigate and process company information including tax compliance via the SARS website.

.....
Name

.....
ID number

BID CONDITIONS ACCEPTANCE FORM

Bidders shall complete and sign this bid conditions acceptance form

I/We hereby offer to supply all of the supplies and/or services described in the Pricing Schedule and /or attached documents on the terms and conditions and in accordance with the conditions set out in A-STD-0020 Issue 5 dated 22 June 2022 (and I/we acknowledge that I/we am/are acquainted therewith) at the price and on the terms of delivery/execution inserted by me/us.

I/We agree -

1. that this bid shall remain binding on me/us and open for acceptance for the period stipulated above;
2. that if my/our bids is accepted, the acceptance will be communicated to me/us by letter or order through the post, and such acceptance shall constitute a contract between me/us and Armscor, subject to the terms and conditions set out in Armscor's General Conditions of Contract (A-STD-0020), Issue 5 dated 22 June 2022, the contents of which I/we acknowledge ourselves to be acquainted with.

I/We choose as domicilium citandi et executandi in the Republic

.....

 (no post box or private bag)

IN BLOCK LETTERS ON BEHALF OF -

Complete registered:

Name of bidder:

AUTHORISED SIGNATURE

..... Date:

Name in block letters:

Capacity:

NB: FAILURE TO COMPLETE AND SIGN THIS PAGE SHALL INVALIDATE THE BID AND WILL BE DISQUALIFIED FROM FURTHER EVALUATION.

SUPPLIER REGISTRATION

- 1.1 Bidders must register on the National Treasury Central Supplier Database (CSD) in terms of National Treasury Instruction Note 3 of 2016/17.
- 1.2 Bidders must electronically register for Security on Armscor website to be considered for orders which are administered by Armscor SOC Ltd on Behalf of clients.

For more information on security registration contact:-

The Security Registration

Private Bag X337

PRETORIA

0001

E-mail:- register@armscor.co.za

ALL BIDDERS SHALL COMPLY WITH THE FOLLOWING:

1. The pages of the KD17 document are numbered from one, and the final page bears the words "and last". Bidders should check the numbers of the pages as no liability arising from claims owing to the omission or duplication of pages will be recognised by Armscor. The appendices mentioned in these pages form part of the bids.
2. **All bidders shall -**
 - 2.1. insert their name at the top of each price schedule form used (a rubber stamp may be used);
 - 2.2. insert the information in the spaces provided in the price schedules by writing or typing on the dotted lines only (additional information should be contained in a separate annexure);
 - 2.3. if they wish to make more than one bid against an item, as an alternative, apply for additional copies of the bid documents or photocopy one or more pages, and not retype or redraft any of the forms used;
 - 2.4. indicate the prices quoted in the units shown and quote them per item;
 - 2.5. indicate in respect of each item whether the goods/services quoted comply strictly with the specified requirements, and furnish particulars of deviations if this is not so;
 - 2.6. complete all appendices.
3. **Value-added tax, customs duties, *ad valorem* customs duties and surcharges:**
 - 3.1. Value added tax levied by the Receiver of Revenue must not be included in the prices quoted but be shown as a separate line item.
 - 3.2. Where supplies are quoted which are subject to levying of any customs duty, *ad valorem* customs or excise duty or surcharge by the Department of Customs and Excise, such charges must not be included by the bidder in the prices quoted. The applicable customs duty, *ad valorem* customs or excise duty or surcharge must, however, be indicated separately where provided for on Armscor's Questionnaire (KD 18).
4. **Security:**
 - 4.1. Classified bids are to be handled in the manner set out in Armscor's Security Instruction, document number A-WI-014, copies of which are obtainable on request from the Contractor Security Section, P O Box 411, Pretoria, 0001.
 - 4.2. Attention is drawn particularly to the procedure set out in chapter 4 of the manual, which is to be complied with when forwarding classified documents.

5. Mandatory Requirements In Terms Of The 2019 Defence Sector Code (Where applicable)

- 5.1 Bidders, excluding exempted entities, must comply with a minimum black equity ownership target of 35% in line with the Defence Sector Code, where applicable.
- 5.2 Mandatory requirements in terms of the defence sector code are applicable to all Department of Defence/Armcor requirements and all entities as envisaged in the Defence Sector Code.

6. Advance payments:

Bidders shall furnish the price without advance payment.

7. Performance Guarantee:

Armcor reserves the right to request the successful bidders to submit a performance guarantee for the proposed contract. Bidders must submit prices without provision for the performance guarantee as well as prices including the cost of such a guarantee.

8. Commissions:

If any commission is payable by yourself to any person(s) or body as a result of any order which may arise from this Request for Proposal, you must submit full details of the applicable person(s) or body and the amount payable, with this bids.

9. Compliance with Arms Control and Non-Proliferation requirements

Any bidder responding to this Request for Proposal (RFP) shall comply with the following when dealing with defence matériel:

- 9.1 All relevant South African legislation, including, but not restricted to, the following:
- a) National Conventional Arms Control Act, Act No. 41 of 2002, and its implementing Regulations; and
 - b) Non-proliferation of Weapons of Mass Destruction Act, Act No. 87 of 1993, as amended, and its implementing Regulations.
- 9.2 Defence export legislation of supplier countries, i.e. countries from which defence matériel is exported to South Africa as well as countries of origin of the matériel.

- 9.3 It is the responsibility of the bidder to, when applicable, register with the Directorate Conventional Arms Control (DCAC), Defence Secretariat, in terms of section 13 of the National Conventional Arms Control Act and with the South African Council for the Non-Proliferation of Weapons of Mass Destruction Act.
- 9.4 If a contract with Armscor is being entered into, the Contractor shall comply with arms control and non-proliferation requirements as prescribed by the contract-

10. Submission of a NCACC Permit

- 10.1 In terms of the National Conventional Arms Control Act (Act No 41 of 2002, Chapter II, section 13), no person may trade in conventional arms, unless that person is:
- a) Registered with the National Conventional Arms Control Committee (NCACC)
 - b) Is in possession of a permit authorised by the NCACC and issued by the Directorate Conventional Arms control (DCAC).

NOTE: Local bidders who trade in Conventional Arms as set out above are required to submit a certified copy of a valid NCACC permit when submitting a bid.

11. Tax Compliance

The conditions detailed in the Instruction for Application for Tax Compliance (KD 25) must be adhered to. Armscor Suppliers /Bidders must remain tax compliant for the duration of their contracts.

12. Defence Industrial Participation and National Industrial Participation

- 12.1 The DIP value threshold of foreign content is based on:

Any single agreement of which the foreign content exceeds USD 2 million; Multiple main agreements concluded within two years of each other, within the framework of a specific project or across different projects, for same and/or similar products or services, awarded to the same Seller of which the aggregate value of the foreign content exceeds USD 2 million; Extensions or amendments to the main agreement within the active life of the agreement, which result in the aggregate foreign content value of the project exceeding USD 2 million; Where multiple suppliers are used to address a single Defence Acquisition for the same products or services and the value of the foreign content, in total, exceeds USD 2 million, each supplier shall incur pro rata 50% of the total DIP obligation.

- 12.2 Where a contract to the value of the equivalent of USD10 000 000 or more, is placed on a foreign company, a minimum of 30 % National Industrial Participation (NIP) shall be part of the foreign company's contractual obligations, in addition to the 50 % DIP. This condition is also applicable to all contracts placed on a local company, subcontracting a single foreign company to the aforesaid value or more.

14. **Awarding of Bids**

The awarding of bids will be in terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022 and Armscor Preference Point System of the Preferential Procurement Regulations, 2022.

The applicable points are:

Price: (Pp) 80 Points

Broad-Based Black Economic Empowerment: 20 Points

Total: 100 Points

The following formula must be used to calculate the points in respect of a bid up to a rand value of R 50 000 000, 00 (all applicable taxes included).

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

80/20

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

1. KD 17 pricing schedule:

ITEM NO	DESCRIPTION	QTY	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
1.1	Supply, install and commission a CNC lathe machine and its accessories as per Annexure A – Statement of Work, in the RFB document. Costing shall be inclusive of a service plan for 12 months.	1			
1.2	Formal training as per Annexure A – Statement of Work, Section 2.1.6, in the RFB document.	1			
TOTAL (excluding VAT)					
VAT					
TOTAL (including VAT)					

2. Delivery address: Armscor Dockyard, Naval Dockyard, Simon's Town, Western Cape South Africa.

3. * Period required for commencement of delivery, after receipt of order:

Line item 1.1:

Line item 1.2:

4. * Rate of delivery:

Not applicable

5. * Period required for completion of order, after receipt thereof:

Line item 1.1:

Line item 1.2:

* Must be completed by bidder if not completed by Armscor.

6. Price breakdown: Equipment repairs over 36 months contract period as per Annexure A – Statement of Work, Section 2.1.3, in the RFB document.

- **Note:** Transport rate (R/km) shall be in line with Armscor's transport rate threshold.

- Labour cost:

No.	Skill required	Rand per hour rate (R/hour)
6.1.	Assistant	
6.2.	Artisan	
6.3.	Technician	

7. Mark-up percentage for line items 1.1 and 1.2 in the pricing schedule table above: _____%

-1-

**ARMAMENTS CORPORATION OF SOUTH AFRICA LTD
(ARMSCOR)**

QUESTIONNAIRE

REPLIES

1. What is the request for bids number?

.....

2. Price basis of bids (if deviating from **Delivered into store**):

.....

3. Indicate which of the following applies:

3.1 The prices are fixed.

☐

3.2 The prices are not fixed

☐

4. The delivery period shall be fixed

5. Are you the accredited agent in the RSA for the manufacturer of the supplies quoted by you?

.....

WHERE SUPPLIES OFFERED ARE TO BE IMPORTED OR ARE OFFERED EX BONDED WAREHOUSE, THE ATTACHED SECURITY QUESTIONNAIRE (KD 22) MUST BE COMPLETED AND THE FOLLOWING QUESTIONS ANSWERED:

6. Is a special import permit required?

.....

If not, state your imports permit number

.....

7. What are the names and addresses of your overseas suppliers? (Give particulars in KD 22)

.....

8. Foreign content:

8.1 What amount in foreign currency must be remitted overseas?

.....

8.2 What is the rate of exchange used in converting the

ZAR1, 00 =

amount into SA Rand and the date on which this is based? DATE:

9. Statutory costs:

9.1 Are the goods quoted on subject to customs duty, ad valorem customs or surcharge?

.....

.../2

-2-

9.2 If so, what is the amount payable in respect of

a) Customs duty

b) Ad valorem customs duty?

PRICE BREAKDOWN

10. The following particulars must be furnished, failure of which may invalidate the bids.

- 10.1 FOB/FCA cost of item
- 10.2 Sea/Air freight
- 10.3 Insurance charges
- 10.4 Clearance charges
- 10.5 Customs duties
- 10.6 Ad valorem customs duties
- 10.7 Delivery costs from port/airport to your premises
- 10.8 Local content (excluding 10.10)
- 10.9 Delivery costs from your premises into store
- 10.10 Balance (detail to be submitted)

AMOUNT	% OF TOTAL PRICE

TOTAL

.....
DATE

.....
BIDDER'S SIGNATURE

-1-

**ARMAMENTS CORPORATION OF S.A. LIMITED
(ARMSCOR)**

PREVIOUS PURCHASES

LAST TWO BIDS

If any similar or identical equipment has been supplied to ARMSCOR,
or to any of ARMSCOR'S subsidiaries or the South African National Defence
Force, the completion of this form by bidders is compulsory.

DATE OF BIDS	ORGANIZATION	ORDER NO.	ITEMS PURCHASED	UNIT PRICE	MOTIVATION FOR PRICE DIFFERENCES

BIDDER:	
SURNAME AND INITIALS:	
DATE:	
SIGNATURE:	

-1-

**ARMAMENTS CORPORATION OF SOUTH AFRICA LIMITED
(ARMSCOR)**

SECURITY QUESTIONNAIRE ON THE IMPORTED CONTENT OF BIDS

1. In all cases where the supplies quoted are imported (either in full or in part), bidders shall furnish the following particulars (if space is insufficient, use additional pages):

1.1 COUNTRY OF ORIGIN:

Item No(s).	Country
.....
.....
.....
.....

1.2 NAME OF MANUFACTURER(S)/SUPPLIER(S)/STOCKIST(S):

Item No(s).	Name
.....
.....
.....
.....

1.3 NAME OF INTERMEDIARY (IES) (WHEN THERE IS NO DIRECT CONTACT WITH THE FIRMS LISTED IN 1.2):

Item No(s).	Name
.....
.....
.....
.....

1.4 NAME OF AGENTS RESPONSIBLE FOR SHIPPING AND CLEARANCE:

Item No(s)	Name
.....
.....
.....
.....

1.5 NAME OF BANK ARRANGING TRANSFER OF FUNDS OVERSEAS:

Item No(s).	Name
.....
.....
.....
.....

.../2

1.6 IS AN END-USER CERTIFICATE REQUIRED? YES/NO

If yes:-

Item No. (s).

.....

1.7 ARE THE ITEMS SUBJECT TO ANY SPECIAL EXPORT REQUIREMENTS? YES/NO

If Yes:-

Item No. (s).

Requirements

.....
.....
.....
.....

2. Failure to furnish the information requested may render the bid invalid.

.....
 NAME

.....
 DATE

.....
 BIDDER'S SIGNATURE

BROAD-BASED BLACK ECONOMIC EMPOWERMENT

ACRONYMS AND ABBREVIATIONS

B-BBEE	Broad-Based Black Economic Empowerment
CIPC	Companies and Intellectual Property Commission
COTS	Commercial Off The Shelf
EME	Exempted Micro Enterprises
MOTS	Military Off The Shelf
QSE	Qualifying Small Enterprises
SANAS	South African National Accreditations Systems

1. MANDATORY REQUIREMENTS IN TERMS OF THE 2019 DEFENCE SECTOR CODE

- 1.1 Bidders, excluding exempted entities, must comply with a minimum black equity ownership target of 35% in line with the Defence Sector Code, where applicable.
- 1.2 Mandatory requirements in terms of the defence sector code are applicable to all Department of Defence/Armcor requirements and all entities as envisaged in the Defence Sector Code.

2. PREFERENCE POINTS FOR BROAD-BASED BLACK ECONOMIC EMPOWERMENT

- 2.1 The following preference points will be awarded in terms of the Preferential Procurement Policy Framework Act, 2000; Preferential Procurement Regulations, 2022; Armscor Preference Point System of the Preferential Procurement Regulations, 2022.
- 2.2 The 80/20 preference point system is applicable to all bids with a Rand value of up to R50 000 000,00 (all applicable taxes included).
- 2.3 Preference points for this bid shall be awarded for:
- | | |
|---|-----|
| PRICE | 80 |
| B-BBEE STATUS | 20 |
| Total points for Price and B-BBEE must not exceed | 100 |
- 2.4 Bidders who do not submit a valid proof of B-BBEE status will score zero (0) for preference points.

3. ALLOCATION OF PREFERENCE POINTS FOR SPECIFIC GOALS

- 3.1 The preference points for specific goals will be allocated according to the table below, for acquisition of services, works or goods with a value of up to R50 000 000, 00. B-BBEE Points claimed must be in accordance with the table below and must be substantiated by means of a valid proof of B-BBEE.

(Specific Goals) B-BBEE status level	Points Allocated
Level 1	20
Level 2	18
Level 3	14
Level 4	12
Level 5	8
Level 6	6
Level 7	4
Level 8	2
Non-compliant	0

- 3.2 The Armscor BBE Division reserves the right to require a bidder and/or its sub-contractor(s) to substantiate any claim at any stage in the bidding process to verify and confirm the B-BBEE status of the bidder and/or its sub-contractor(s).

4. PRINCIPLES**4.1 Valid proof of B-BBEE status is either of the following:****4.1.1 A B-BBEE Sworn Affidavit fully completed and**

- 4.1.1.1 Deposed and signed in the presence of the Commissioner of Oaths
- 4.1.1.2 Does not contradict itself (% black ownership matches compliance level)
- 4.1.1.3 Commissioner of Oaths credentials and signature are reflected.

4.1.2 A B-BBEE Certificate issued by either the CIPC or a SANAS Accredited Verification Agency**4.1.3 An unincorporated Joint Venture / Consortium must submit a Consolidated B-BBEE Certificate in the name of the Joint Venture / Consortium issued by a SANAS accredited Verification Agency.****4.1.4 B-BBEE status must be based on the latest financial year-end information, otherwise it is invalid and unacceptable.**

B-BBEE DECLARATION**1. Confirmation of the Bidder's Turnover**

Name of the Bidder			
Registration Number			
Financial Year End			
Turnover (As at the latest financial year end)	R	Period Starting (Day, Month, Year)	Period Ending (Day, Month, Year)

2. Confirmation of Subcontractors involved in the execution of the order:

Bidder	% Black Ownership	B-BBEE Status	% Value to be Contracted
1.			
Subcontractors	% Black Ownership	B-BBEE Status	% Value to be Contracted
1.			
2.			
3.			

*Percentages of the bid value which will be subcontracted including main contractor must add up to 100%.

3. Confirmation of Suppliers involved in the execution of the order:

Supplier's name	% Black Ownership	B-BBEE status	% Value to be Supplied
1.			
2.			
3.			
4.			
5.			

I, the undersigned, am duly authorised to certify on behalf of the abovementioned entity that the information contained herein above is true and correct.

AUTHORISED SIGNATURE : Date:

Name in block letters :

Capacity :

It is a condition of bids that the successful bidder MUST be tax compliant, or that satisfactory arrangements have been made with the South African Revenue Service (SARS) to meet the bidder's tax obligations. FOREIGN COMPANIES ARE REQUIRED TO COMPLETE QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS OF ANNEXURE 1 TO KD 25

1. In order to meet this requirement the bidder is required to access SARS e-filing and complete the SARS ONLINE "SARS tax compliance status" under tax status. Tax compliance requirements are also applicable to individuals who wish to submit bids.
2. SARS will then furnish the bidder with a Tax compliance PIN code that will be valid for a period of 1 (one) year from the date of approval.
3. The Tax compliance PIN letter shall be submitted with the bids, with an authorisation letter for Armscor to use the PIN code for verification of tax compliance status of the bidder.
4. In bids where Consortia /Joint Ventures / are involved, each party must submit a separate tax compliance PIN with authorisation letter.
5. In the event of subcontracting, tax compliance PIN letter and authorisation letter for the subcontractor must also be submitted with the bids.
6. Tax compliance is done via e-filing on the SARS website www.sars.gov.za.

NOTE: Armscor Suppliers/ Bidders and Subcontractors must remain tax compliant for the duration of their contracts.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

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:

.....

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

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

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

**ARMAMENTS CORPORATION OF SOUTH AFRICA LIMITED
(ARMSCOR)**

INTELLECTUAL PROPERTY REQUIREMENTS

1 INTRODUCTION

1.1 What is Intellectual Property?

Intellectual Property (or "IP") means the result or outcome of human creative effort as typically, but not exclusively, manifested and embodied in or taking the form of data items or documents.

IP typically includes design and mental activities, e.g.:

- Bills of Material (BOM's)
- Instructions,
- Reports,
- Specifications,
- Interface designs,
- Manufacturing processes,
- Material Specifications,
- Processes,
- Product designs,
- Re-engineering (maintenance/obsolescence),
- Software,
- Algorithms,
- Source Codes,
- System/integration designs,
- Test and Evaluation Methods, etc.

IP typically excludes Project Management activities and Hardware created/built according to a design or following a "recipe".

1.2 How is IP manifested?

IP is typically manifested and embodied in Data Items or Documents.

"Data items or Documents" means any recorded information, however recorded, including but not limited to books, manuscripts, reports, studies, algorithms, computer software, invention descriptions, registered patents, drawings, designs, plans, analyses, calculations, standards, data packs, process documents, instructions, specifications, mathematical or simulation models, compositions, photographs, video recordings, audio recordings, reports, holographic recordings, trademarks, graphical images, etc.

NOTE:

- The document itself is not IP
- The contents of a document represent IP
- The document becomes the tangible and recordable carrier of IP

1.3 What is Background IP?

For definition, refer to A-STD-0020 "Armcor General Conditions of Contract".

"Background IP" belongs to a contractor because he fully paid for the generation thereof or had bought it at his own cost, which may be used or serve as a basis from which to develop new Foreground IP.

1.4 What is Historic IP?

"Historic IP" is existing IP which was created previously, and which may serve as a basis from which to develop new Foreground IP.

1.5 What is Foreground IP?

For definition, refer to A-STD-0020 "Armcor General Conditions of Contract".

"Foreground IP" is new intellectual property that is created during the execution of the order.

1.6 When is IP Shared or Jointly Owned or Co-owned?

For the definition, refer to A-STD-0020 "Armcor General Conditions of Contract".

"Shared" or "Jointly Owned" or "Co-owned" IP is IP which belongs to both the DOD and a contractor, because both contributed to the cost of generation thereof. Ownership is typically (and preferably) proportional to contribution.

Historic and Foreground IP may be either

1. Wholly owned by the DOD; or
2. Shared or Jointly Owned or Co-owned between DOD or the contractor

2. IP RECORDAL REQUIREMENTS

It is a requirement that prospective suppliers provide all information about applicable Intellectual Property (IP) to the bid. Armcor will record the information on their IP System that will generate a Statement of IP which will be appended to the order. The Statement of IP will serve as a contractual agreement between Armcor and the contractor in so far as IP related matters are concerned.

The recordal requirements are further described herein and broken down to an appropriate level, as follows:

2.1 Background IP Utilised

For each Background IP Item that will be modified or utilised to generate Foreground IP in the execution of the quoted scope of work, provide the following details:

- Short IP description
- Original Supplier
- Cost of Establishment (If available)

2.2 Historic IP Utilised

For each Historical IP item that will be modified or is required as a prerequisite in the execution of the quoted scope of work, provide the following details:

- Armcor IP Number (if available)
- Short IP description
- The next information is to be provided **per order**, on which Historic IP was established:
 - Order Number on which Historic IP was generated
 - Master record index (MRI) reference
 - Original Supplier
 - Cost of Establishment
 - Percentage Ownership (DOD)
 - Associated Milestone / Line item on the order under which the IP was established

2.3 Foreground IP to be generated

For each new Foreground IP item that will be generated in the execution of the quoted scope of work, provide the following details:

- IP number of Historic IP, if IP is enhanced (modified/improved/upgraded).
- Short IP description
- Master record index (MRI) reference with version and date
- Original Supplier
- Cost of Establishment
- Percentage Ownership (DOD)
- Associated Milestone / Line item on the order under which the IP will be established.

Note 1: The cost of establishment has always been included in item/milestone prices of order, and will continue to be so included, but will in future become visible by being shown separately in the Statement of IP appended to orders in order to properly manage such IP;

Note 2: To facilitate the easy and correct recording of IP, bidders and contractors will be required to utilise the specially constructed spread sheet from Armscor's web site.

After completion, the spreadsheet must be printed and attached to the bid, which will thus form an integral part of the bid.

3. SAFEGUARDING OF IP

3.1 IP Agreement

The IP agreement which will be embodied in the Statement of IP will be concluded with the main contractor in the name of the main contractor and will apply to the creating sub-contractor(s), who will remain the design authority for his particular IP.

3.2 Management and Safeguarding of IP

The main contractor will be responsible for the management of IP he generated during the execution of the order, as well as the management of IP generated by his sub-contractors. Upon completion of the project or order, the relevant IP will be formally transferred to the main contractor, who will then be responsible for the continued management of such IP.

The main contractor will be responsible for proper safeguarding and configuration control of IP, including off-site back-ups, as further described in various other Armscor documents, e.g. A-STD-0020 "Armscor General Conditions of Contract, K-STD-61 "Armscor Standard for Technical Contract Conditions", A-WI-014 "Armscor Security Instruction" and other documents that may be applicable.

3.3 IP Delivery

Notwithstanding 3.2 above, upon completion of the order, the main contractor will deliver all data items or documents relating to the IP generated during the execution of the order to Armscor ADAC Department.

3.4 IP Audits

Armscor is by law required to conduct an IP or intangible asset audit of all existing DOD IP every financial year. The main contractor will cooperate with Armscor's Intellectual Property Management Division and the Auditor General during the audit period and will make available all relevant information required to conduct the audit.

4. COMPLETION OF THE IP INFORMATION BY MEANS OF THE ELECTRONIC FORM

4.1 Background

The electronic form of the KD27 IP Information.xlsx is available as a Microsoft Excel workbook on the Armscor website (www.armscor.co.za/Downloads/Download.asp) and must be used as template to provide the relevant IP information.

The workbook consists of the following three spreadsheets:

- "Background IP" provides a form to capture all background IP information
- "Historic IP" provides a form to capture all historic IP information.
- "Foreground IP" provides a form to capture all foreground IP information.

4.2 Electronic Form Definitions

The column definitions as provided in the forms are as follows:

IP Name	A short descriptive name to identify the IP item.
IP Number	Armscor Number provided to Historic IP.
IP Description	An abridged description of the IP Item.
Original Supplier	The name of the supplier at which the IP item exists or was established.
Establishment Cost	The amount paid by Armscor to establish the IP Item (including VAT).
MRI Reference	The Master Record Index (MRI) or other document reference that uniquely describe the IP.
DOD Shareholding	The percentage of the IP that belongs to the DOD through Armscor
Associated Milestone/Item	The contractual milestone or item, which when completed, will define the point in time at which the IP will be established.

5. INTELLECTUAL PROPERTY QUESTIONNAIRE

ANNEXURE 1 TO KD24

I/We, the undersigned, who warrant that I/we am/are duly authorised to do so on behalf of the firm certify that the following information is correct and complete in terms of Intellectual Property relevant to the offered scope of work. (Please circle the relevant answer)

Will Background IP be applicable during the execution of the quoted scope of work? Yes No

If yes, state particulars by completing the 'Background IP' worksheet. Indicate each IP item as a separate line.

Will Historic IP be utilised and/or is it required as a prerequisite to execute the quoted scope of work? Yes No

If yes, state particulars by completing the 'Historic IP' worksheet for each IP item. Indicate each IP item as a separate line;

Will any of these Historic IP items be enhanced during the execution of the quoted scope of work? Yes No

If yes, also complete the 'Foreground IP' worksheet for those IP items

Will new Foreground IP be generated during the execution of the quoted scope of work? Yes No

If yes, state particulars by completing the 'Foreground IP' worksheet for each IP item. Indicate each IP item as a separate line.

This completed form, along with all additional information, as requested above where relevant, populated on the KD27 Spreadsheet, have to be attached to the bid.

WITNESSES:

1 _____

2 _____

SIGNATURES OF BIDDER(S)

DATE: _____

ADDRESS: _____

DEFENCE SECTOR BBBEE SWORN AFFIDAVIT – EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	"Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"

ANNEXURE 1 TO KD24

3. I hereby declare under Oath that:

- The Enterprise has _____% Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____% Black Designated Group Beneficiaries as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____%
 - Black people living with disabilities % = _____%
 - Black Unemployed % = _____%
 - Black People living in Rural areas % = _____%
 - Black Military Veterans % = _____%
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was R5,000,000.00 (Five Million Rands) or less
- Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition)	
At Least 51% Black Owned	Level Two (125% B-BBEE procurement recognition)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Commissioner of Oaths	Deponent
Credentials and Signature	
	Signature _____
Date _____	Date _____

DEFENCE SECTOR BBBEE SWORN AFFIDAVIT – QUALIFYING SMALL ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians –</p> <p>(a) who are citizens of the Republic of South Africa by birth or descent; or</p> <p>(b) who became citizens of the Republic of South Africa by naturalisation-</p> <p>i. before 27 April 1994; or</p> <p>ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"</p>
Definition of "Black Designated Groups"	<p>"Black Designated Groups means:</p> <p>(a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution;</p> <p>(b) Black people who are youth as defined in the National Youth Commission Act of 1996;</p> <p>(c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act;</p> <p>(d) Black people living in rural and under developed areas;</p> <p>(e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"</p>

3. I hereby declare under Oath that:

- The Enterprise has _____% Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____% Black Designated Group Beneficiaries as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____%
 - Black people living with disabilities % = _____%
 - Black Unemployed % = _____%
 - Black People living in Rural areas % = _____%
 - Black Military Veterans % = _____%
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was between R5,000,000.00 (Five Million Rands) to R50,000,000.00 (Fifty Million Rands)
- Please confirm on the table below the B-BBEE level contributor, by ticking the applicable box.

100% Black Owned	Level One (135% B-BBEE procurement recognition)	
At Least 51% Black Owned	Level Two (125% B-BBEE procurement recognition)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Commissioner of Oaths	Deponent
Credentials and Signature	
	Signature
Date	Date

ANNEXURE 1 TO KD25

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF ARMSCOR										
BID NUMBER:		CLOSING DATE:			CLOSING TIME:					
DESCRIPTION										
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT :										
ARMSCOR BID BOX VISITORS ENTRANCE (BLOCK 8), 370 NOSSOB STREET,										
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO					TECHNICAL ENQUIRIES MAY BE DIRECTED TO:					
CONTACT PERSON		Mr. A.L Mmbengwa			CONTACT PERSON		Mr. A.L Mmbengwa			
TELEPHONE NUMBER		012 428 3610			TELEPHONE NUMBER		012 428 3610			
FACSIMILE NUMBER		N/A			FACSIMILE NUMBER		N/A			
E-MAIL ADDRESS		scmbids@armscor.co.za			E-MAIL ADDRESS		scmbids@armscor.co.za			
SUPPLIER INFORMATION										
NAME OF BIDDER										
POSTAL ADDRESS										
STREET ADDRESS										
TELEPHONE NUMBER		CODE			NUMBER					
CELLPHONE NUMBER										
FACSIMILE NUMBER		CODE			NUMBER					
E-MAIL ADDRESS										
VAT REGISTRATION NUMBER										
SUPPLIER COMPLIANCE STATUS		TAX COMPLIANCE SYSTEM PIN:			OR	CENTRAL SUPPLIER DATABASE No:	MAAA			
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT			[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No			
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]										
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]			ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?			<input type="checkbox"/> Yes <input type="checkbox"/> No		
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS										
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?							<input type="checkbox"/> YES <input type="checkbox"/> NO			
DOES THE ENTITY HAVE A BRANCH IN THE RSA?							<input type="checkbox"/> YES <input type="checkbox"/> NO			
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?							<input type="checkbox"/> YES <input type="checkbox"/> NO			
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?							<input type="checkbox"/> YES <input type="checkbox"/> NO			
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?							<input type="checkbox"/> YES <input type="checkbox"/> NO			
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.										

ANNEXURE 1 TO KD25

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1. BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2. BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3. APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4. BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5. IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6. WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

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

DATE:

.....



RFB NUMBER: ARMD/2023/19

THE APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL AND COMMISSION A COMPUTER NUMERICAL CONTROL (CNC) LATHE MACHINE AT ARMSCOR DOCKYARD

**SUMMARY: PROVISION FOR A SERVICE PROVIDER TO SUPPLY,
INSTALL AND COMMISSION A CNC LATHE MACHINE AND
ITS ACCESSORIES FOR THE FACILITIES MECHANICAL
WORKSHOP AT ARMSCOR DOCKYARD, SIMON'S TOWN.**

**THE SERVICE PROVIDER SHALL ALSO PROVIDE TRAINING
TO ARMSCOR PERSONNEL AND AFTERSALES SUPPORT
FOR A PERIOD OF 36 MONTHS**

DATE OF ISSUE : OCTOBER 2023

DEFINITIONS

The following non-standard terms have been used in this document, which are explained as follows:

Client	ARMSCOR Dockyard
Contractor	The company contracted by Armscor to supply as per Statement of Work
OHASA	Occupational Health and Safety Act
RFB	Request For Bid

Table of Contents

DEFINITIONS	2
APPENDICES	4
1. INTRODUCTION	5
1.1. Instruction to Bidder	5
1.2. Scope	5
2. APPLICABLE DOCUMENTS	5
2.1. Applicable documents	5
2.2. Reference documents	5
3. BID REQUIREMENTS	6
3.1. General	6
3.2. Minimum requirements	7
3.3. Registration of E-portal bids	8
4. NON COMPLUSORY BIDDER'S CONFERENCE	8
5. BID EVALUATION	8
5.1. Bids received	8
5.2. Awarding of Bids	8
5.3. Mandatory criteria	8
5.4. Bid evaluation process	10
5.5. Qualifying threshold	11
SECTION 2	
A: Additional Conditions	12
B: Maintenance Conditions	13

APPENDICES

ANNEXURE A: STATEMENT OF WORK (SOW)
ANNEXURE B: OHASA AGREEMENT

1. INTRODUCTION

1.1 Instruction to Bidder

The Bidder must strictly adhere to the requirements stipulated in this Request for Bid (RFB). The onus rests on the Bidder to submit an unambiguous bid in order to enable Armscor to carry out a transparent and fair bid evaluation.

1.2 Scope

The scope of this RFB covers the requirement of the Client for the provision of a service provider to supply, install and commission a CNC lathe machine and its accessories for the Facilities mechanical workshop at Armscor Dockyard, Simon's town. The service provider shall also provide training to Armscor personnel and aftersales support for a period of 36 months, as set out in Annexure A: Statement of Work in this document.

2. DOCUMENTS

2.1. APPLICABLE DOCUMENTS

No	Document No	Title
1	A-PROC-9053	Supplier Sourcing Procedure
2	A-DOC-9046	Terms of Reference for the Bid Specification Committee
3	A-DOC-9045	Terms of Reference for the Bid Evaluation Committee
4	A-PRAC-4011	B-BBEE Practice
5	Preferential Procurement Regulations 2022	Preferential Procurement Regulations 2022
6	Signed URS dated (13 October 2023)	User Requirement Statement for the Appointment of a Service Provider to Supply, Install and Commission A Computer Numerical Control (CNC) Lathe Machine at Armscor Dockyard
7	OHSA	Occupational Health and Safety Act (Act 85 of 1993), Driven Machinery Regulations GNR 540 of 24 June 2015
8	A-STD-0010	Rules Applicable to prospective Contractors, Issue 2, 21 April 2014.
9	A-STD-0020	Armscor's General Conditions of Contract, Issue: 005, 22 June 2022.

2.2. Reference Documents

No	Document No	Title
----	-------------	-------

1	AA-GUID-1014	Critical Criteria Guideline
2	Act 5 of 2000	Preferential Procurement Policy Framework Act (PPPFA) No.5
3	Act 52 of 2003	Broad-Based Black Economic Empowerment Act, as amended
4	Defence Sector Code	Codes of Good Practice on Broad based Black Economic Empowerment as Gazetted
5	PPPFA Regulations of 2022	Preferential Procurement Regulations 2022

3. BID REQUIREMENTS

3.1. General

The bid shall address each and every requirement of the RFB in a comprehensive and logical way. The following information and communication is to be observed:

3.1.1 Armscor Registration

In order to qualify as a potential supplier, prospective Bidders must be registered with Armscor as a supplier. Bidders that are not registered shall undertake to register before the bid submission closing date. Registration must take place prior to any contract placement.

3.1.2 Communication

3.1.2.1 All communication with Armscor shall be made to: The Procurement Division, E-mail address: BambananiT@armscordy.co.za, Tel: +27 (021) 787 3941.

3.1.2.2 The Bidder shall appoint a single person for communication with Armscor. Communication shall not take place via an agent or representative other than a fulltime employee of the Bidder.

3.1.2.3 All enquiries regarding the RFB shall be directed to the Procurement Division and the RFB reference number shall be used in all correspondence.

3.1.2.4 No direct contact or communication with Armscor or the Department of Defence personnel shall be allowed, unless through formally arranged meetings or briefing sessions if and when required by the prospective Bidders

3.1.3 Submission of Bids

Partial Bids: Armscor shall only consider a bid for the total requirement. Partial bids shall not be considered.

3.1.4 Validity of Bids

The validity of the bid shall be one hundred and twenty (120) days after the tender closing date.

3.1.5 Confidentiality of information

The information contained in this RFB, as well as the response received shall be treated as "Company Confidential" between Armscor and the Bidder submitting the response. The receiver of this RFB may not disclose any information in connection with this RFB to the media or any third party, or allow information to be disclosed without prior written approval of Armscor. The potential Bidder shall ensure that any confidentiality arrangements between themselves and Armscor apply *mutatis mutandis* to partners and/or subcontractors or agents of the Bidder.

3.1.6. Submission of offer documentation

The original offer and two (2) copies thereof together with any supporting documentation such as brochures, handbooks and drawings shall be submitted to Armscor. The original must be marked as the original and each copy must be marked with a copy number. The original shall take precedence over any copy in the event of discrepancies.

3.2 Minimum requirements

The following is the minimum prescribed requirements of the bid:

3.2.1 Covering letter

The covering letter shall give a brief introduction to the bid and briefly summarise the implementation methodology, time-scale and the total cost. The letter shall also state any other aspects the Bidder deems necessary and important. The Bidder shall use the company's official letterhead when providing the covering letter.

3.2.2 Appendices

The Bidder shall complete and include the following with his offer:

ANNEXURE B - OHASA AGREEMENT

3.2.3 Forms to be completed

The following forms shall be completed by the Bidder and submitted as part of the bid:

- Commercial Bid: all Armscor KD forms as per Armscor Procurement Secretariat requirements.

3.2.4 The Bidder shall demonstrate, as part of his bid and with the necessary evidence, that he has the necessary resources and appropriate expertise to supply the service should he be awarded the contract.

Note: *The ARMSCOR Dockyard retains the right to perform an audit to confirm the integrity of the content of the bids received.*

3.3 Registration of E-portal bids

In the case where potential bidders have downloaded the bid documents or obtained it from a party that downloaded it from the E-portal or from any other tender notification service provider, they are requested to inform the following person

Ms. B Tiso, E-mail address: BambananiT@armscordy.co.za, Tel: +27 (021) 787 3941.

By doing so, they will ensure that they are captured on the list of potential bidders and receive tender related correspondence such as bidders briefing minutes etc. Failure to register as such may invalid the bidders bid as their bid may exclude updated information issued by means of Bidders briefing minutes or updates.

4. NON COMPLUSORY BIDDER'S CONFERENCE

A bidder's conference will be held at Armscor Dockyard, Simon's Town on 21 November 2023 at 11:00am. It is highly recommended that bidders who have not had an opportunity to assess the site and requirement scope of work attend the bidder's conference so that each bid appropriately reflects the work that is to be carried out. Should a bidder not attend the bidder's conference, no allowance will be given for incorrect offers of work. Please RSVP with Ms Tiso at e-mail address: bambananiT@armscordy.co.za, tel: +27 (021) 787 3941 by 20 November 2023.

5. BID EVALUATION

5.1 Bids received

Bids received will be evaluated in accordance with an approved value model that was developed in accordance with A-DOC-9045, A-DOC-9046 and A-PROC-9053, and such value model consists of critical criteria and preference points system (PPS) that are reflected in this RFB. Failure by a Bidder to comply with a single critical criterion will result in immediate elimination from the adjudication process.

5.2 Awarding of Bids

The received bids will be evaluated in terms of the 80/20 Preference Point System as follows:

5.2.1 Price: 80 points

5.2.2 Specific Goals: 20 points

5.3 MANDATORY CRITERIA

5.3.1 TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of bid that the successful bidder must be tax compliant, or that satisfactory arrangements have been made with the South African Revenue Service

(SARS) to meet the bidder's tax obligations. (not applicable to foreign companies).

5.3.1.1 In order to meet this requirement the bidder is required to access SARS e-filing and complete the SARS ONLINE "SARS tax compliance status" under tax status. Tax compliance requirements are also applicable to individuals who wish to

submit offers.

- 5.3.1.2. SARS will then furnish the bidder with a Tax compliance PIN code that will be valid for a period of 1 (one) year from the date of approval.
- 5.3.1.3. The Tax compliance PIN letter shall be submitted with the bid, with an authorisation letter for Armscor to use the PIN code for verification of tax compliance status of the supplier.
- 5.3.1.4. In bids where Consortia /Joint Ventures / are involved, each party must submit a separate tax compliance PIN with authorisation letter.
- 5.3.1.5. In the event of subcontracting, tax compliance PIN letter and authorisation letter for the subcontractor must also be submitted with the bid.
- 5.3.1.6. Tax compliance is done via e-filing on the SARS website www.sars.gov.za.
- 5.3.1.7. Original valid tax clearance certificates issued before 18 April 2016 are still valid until the expiry date or on replacement with SARS tax compliance PIN.

NOTE: Armscor Suppliers/ Bidders and Subcontractors must remain tax compliant for the duration of their contracts.

5.4 BID EVALUATION PROCESS

Each received bid will be evaluated in 2-stages. A bid that does not comply with the requirements of Stage 1 will be eliminated from the evaluation process.

The bids will be evaluated in evaluation criteria that are reflected in this RFB. Failure by a Bidder to comply with any single critical criterion will result in immediate elimination from the evaluation process.

STAGE 1	CRITICAL CRITERIA
STAGE 2	PREFERENCE POINT SYSTEM

5.4.1. STAGE 1: CRITICAL CRITERIA

Should the bidder fail to comply with any one of the critical criteria, the bid will be eliminated from the evaluation process resulting in it not being eligible for the awarding of a bid.

No	Critical Criteria
1	<p>Requirement The Bidder shall provide a price against each line item in the KD 17 pricing schedule table.</p> <p>Compliance Evidence: The Bidder shall provide a price against each line item in the KD 17 price schedule table.</p>
2	<p>Requirement The bidder shall fully comply with the SOW requirements as detailed in Annexure A – Statement of Work, of the RFB document.</p> <p>Compliance Evidence: The Bidder shall complete in full, sign and submit with their BID, the BID CONDITION ACCEPTANCE FORM, which is on KD17 Page 7.</p>
3	<p>Requirement All spares and service support shall be readily available locally (within RSA).</p> <p>Compliance: The bidder shall provide a letter, on the OEM's letterhead, stating that spares and service support are readily available locally (within RSA) for the CNC lathe machine offered.</p>
4	<p>Requirement: The bidder shall comply with the parameter's given in Appendix C - CNC lathe machine specification, Table 1, Annexure A of the RFB document.</p> <p>Compliance evidence:</p>

	The bidder shall supply supporting technical documentation and <u>complete in full</u> , column titled " <i>Bidder's specification of offered CNC lathe as per technical documentation supplied by the bidder</i> " in Appendix C - CNC lathe machine specification Table 1, Annexure A of the RFB document and <u>attached with their bid.</u>
--	---

5.4.2. STAGE 2: PREFERENCE POINT SYSTEM

Each bid that complies with all the critical criteria that have been set for the RFB shall be further evaluated in terms of the 80 / 20 Preference Point System (PPS). A maximum of 80 points shall be awarded for Price and a maximum of 20 points shall be awarded for Specific Goals. For this RFB, the applicable Specific Goal will be BEE. Points scored for Price and Specific Goal shall be added together to the maximum of 100 points and rounded off to the nearest two decimal points. The bid shall be awarded to the bidder which scores the highest points in terms of 80 / 20 PPS.

Specific Goals for Procurement from Entities with local manufacturing capabilities for designated sectors	Points for 80/20 PPS
Preference points for specific goals	
Specific goals BBBEE Level	Number of points
Level 1	20
Level 2	18
Level 3	14
Level 4	12
Level 5	8
Level 6	6
Level 7	4
Level 8	2
Non-compliant contributor	0
Maximum Specific Goals points	20 points

To qualify to claim preference points, the bidder shall submit a valid proof of B-BBEE status (B-BBEE certificate issued by a SANAS accredited verification agency or CIPC B-BBEE certificate or B-BBEE affidavit duly sworn and commissioned). If the bidder is a Joint Venture (JV) or Consortium, the Bidder shall submit with the Bid, a consolidated proof of B-BBEE status.

SPECIFIC GOALS B-BBEE Level	Number of Points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

The Armscor BBE Division reserves the right to require a bidder and/or its sub-contractor(s) to substantiate any claim at any stage in the bidding process to verify and confirm the B-BBEE status of the bidder and/or its sub-contractor(s). The awarding of bids will be in terms Preference Point System (PPS). All bids conforming to the stated critical criteria will be evaluated in terms of the following PPS:

The applicable PPS points are: Price: 80 points / BBBEE: 20 points

5.5 Qualifying Threshold Not Applicable.

SECTION 2

A - ADDITIONAL CONDITIONS

1. ACCESS TO THE PREMISES

The Client shall grant the Contractor and/or his employees the necessary access at all reasonable times, in order to meet the obligations in terms of this Agreement, subject, however, to the Client's security arrangements. Access to the Client's premises may be refused under appropriate circumstances.

2. SECURITY

- 2.1. The Contractor shall be subject to the security rules and regulations as in place on any Client property he enters. These regulations shall be in line with Department of Defence unit security regulations. This includes controlled access through a security gate and prohibition of carrying photographic equipment (including cell phones with cameras), firearms, explosives, unlawful narcotics, etc. onto client property.
- 2.2. While on any Client property, the Contractor employees and vehicles may at all times be subjected to security searches by the security forces.
- 2.3. Transgression of any security rules and regulations can lead to detention by security and subsequent prosecution.

3. SAFETY

- 3.1 While on client property related to this contract, the contractor shall be responsible for the safety of his employees.
- 3.2 Should any of the contractor's employees sustain an injury, while on client property, through the contractor's action, the contractor shall be responsible for rendering medical attention.
- 3.3 The contractor enters client property at own risk. Treatment for any injury sustained by contractor's employee, caused by client action, but not due to negligence or malicious intent on the part of the client, shall be the responsibility of the contractor.
- 3.4 In any case, the client can, according to its discretion, render limited medical attention to the contractor, but the client will not accept any liability for the outcome of such medical assistance rendered. Furthermore, the client can, according to its discretion, charge the contractor for such service rendered.
- 3.5 The signed **ANNEXURE B, OHASA AGREEMENT IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, NO 85 OF 1993 (AS AMENDED)**, as submitted by the contractor as part of his tender, shall become a binding agreement between the contractor and the client on award of the contract.

4. IDENTIFICATION

The Contractor shall at all times, on site, positively identify all his employees and subcontractors by visually standardized dress/overalls and conspicuously attaching workers' respective name tags thereto.

5. CONTRACTOR'S STATUS AND RESPONSIBILITIES

- 5.1 The contractor shall not permit any worker to perform any task for which such worker has not been trained;
- 5.2 Under no circumstances may the contractor's employees litter, roam, sleep or prepare food on site, unless otherwise arranged and agreed to by the client;
- 5.3 Under no circumstances may the contractor's employees accept tasks (with or without payment) from the client's personnel or any other instruction/request that is not part of this contract.
- 5.4 The contractor shall see to it that his employees do not interfere in any way with the client's employees or with occupants of the premises.
- 5.5 The contractor shall comply with the client's security requirements.
- 5.6 The contractor shall not damage the property of the client or his employees.
- 5.7 The contractor shall leave all areas where work has been executed in a clean and neat condition.
- 5.8 The contractor shall not erect any signs or advertisements on site.
- 5.9 The contractor shall not unreasonably encumber the site with his materials and equipment, and shall make such provisions and carry out his operations in such a manner that will permit continuous, safe traffic and pedestrian circulation, and he shall provide and maintain safe access to all buildings within the work boundaries.
- 5.10 The contractor shall confine his equipment, tools, and the operations of his employees as indicated by the client and within the limits of statutory requirements.

B. MAINTENANCE CONDITIONS

1. WORKING HOURS

All work on the Client's site shall take place during the Client's normal working hours, except when instructed by the Project Manager.

Normal working hours are:

Monday – Thursday: 07:15 - 16:30
Friday: 07:15 - 12:15

Should there be a requirement to work outside of the Client's normal working hours,

sufficient notification and approval is required from the Project Manager.

2. ADVERSE CONDITIONS AND DEFECTS

- 2.1 The Contractor shall report in writing to the Client any adverse conditions prior to delivery, which may adversely affect delivery.
- 2.2 The Contractor shall not commence or continue with delivery until such adverse conditions have been investigated and corrected, unless otherwise instructed in writing by the Client.

ANNEXURE A - STATEMENT OF WORK (SOW)

1. INTRODUCTION

1.1. SCOPE

This document outlines the requirement for the provision for a service provider to supply, install and commission a CNC lathe machine and its accessories for the Facilities mechanical workshop at Armscor Dockyard, Simon's town. The service provider shall also provide training to Armscor personnel and aftersales support for a period of 36 months.

1.2. EXECUTIVE SUMMARY

1.2.1. The Armscor Dockyard Facilities Mechanical workshop is responsible for maintenance and servicing of equipment on site.

1.2.2. Machining of different parts of equipment is required when servicing and repairing the equipment. One being bogie pins used in the wheels' assembly, which are of great importance when servicing and repairing bogies.

1.2.3. Mass production of bogie pins, spacers and various other parts require a machine that is capable of producing large quantities in a short space of time.

2. SPECIFICATION

2.1 REQUIREMENTS

2.1.1. The service provider shall:

- a) Supply a CNC lathe machine and its accessories as per Table 1 and Table 2 below respectively.

Table 1: CNC lathe working parameters

NO.	PARAMETER	RANGE
1	Max. swing	480 - 500mm
2	Max. turning diameter	380 - 470mm
3	Bar capacity	51 - 65 mm
4	X Travel	210 - 500mm
5	Z Travel	450 - 645mm
6	Quill diameter	75 - 80mm
7	Quill inside taper	4 M. T
8	Speed	3800- 4200 rpm
9	Power	7,5 - 15kW

Table 2: Machine equipment & accessories to be included

NO.	PARAMETER
1	A2-6/65 mm with Collet Chuck
2	Coolant system
3	Soft jaws x1 set
4	Hard jaws x1 set
5	USB or CF Card or RJ 45 interface
6	Air Gun
7	Coolant Gun
8	Chain type chip conveyor and bucket
9	Alarm lamp
10	3-jaw close centre chuck

- b) Supply the following cutting tools given in Table 3, which shall be compatible with the CNC lathe machine offered. All cutting tools shall be from tungsten carbide.

Table 3: Cutting tools

NO.	CUTTING TOOL	QUANTITY
1	Chamfering tool	5
2	Parting/ grooving tool	5
3	Thread cutting tool – internal & external	5
4	Facing tool	5
5	Boring tool	5

- c) Provide all the transport and lifting equipment needed to install the machine on the specified location at Armiscor Dockyard Facilities mechanical workshop. Please refer to Appendix A of the installation area layout. The maximum work area is 3000mm x 5000mm as seen in Appendix A.
- d) Be responsible for the packaging/protection of the machine while it is being transported to the designated workshop to avoid any damages.
- e) Provide all tools and lifting tackle required to lift the machine and its accessories. Inspection and load test certificates shall be provided prior to any commencement of work.
- f) When the installation is completed, the service provider must commission and test run the machine to ensure that the machine is in good operating condition. The service provider must issue a certificate of conformance that the installation and commissioning was completed as per OEM recommendations.
- g) The service provider must clean the area of installation after completion and leave the work area in a good/clean state.

- h) It is preferable to obtain a CNC lathe with a lead time of less than 8 weeks while meeting the technical requirements. Ex stock CNC lathe is ideal.

2.1.2. Local equipment and service provider

- a) Locally available equipment is recommended, to ensure uptime of the equipment should any problems occur.

2.1.3 Equipment repairs over 36 months contract period

- a) The service provider shall provide corrective maintenance services for maintenance tasks (including replacement parts) on an ad-hoc basis – (ceiling amount budgeted for– invoice on actual amount via Work Authorisations - WA).
- b) In the event of works being required, the time taken to respond and attend to the task shall be no more than 48 hours from receipt of communication from Armscor.
- c) The service provider shall provide a written quotation against the maintenance or service to be completed. A WA shall be issued against the maintenance or service. No work shall be executed without a work authorization.
- d) A WA, authorising the service provider to start work, will then be emailed to the service provider. Details of approved works will be detailed in the WA.
- e) The service provider shall acknowledge receipt of the WA within 48 hours of receipt of Armscor's communication.
- f) The estimated turnaround time for full repair/s shall be mutually agreed upon in writing between the Armscor and the service provider.
- g) Conditions of acceptance (after each task execution)
 - A fully signed QCP by the service provider and Armscor quality representative shall be provided to the APM or appointed representative following each service and/or repair. Armscor quality representative will visit the repair workshop/s.
 - The service provider's official Certificate of Conformance (COC), on the service provider's company letterhead, stating that all parts used during servicing and repairs throughout the contract duration are OEM parts and that repairs and servicing were carried out as per the OEM recommendations.

2.1.4. The service provider shall provide the following documentation during site acceptance:

- a) Immediately after acceptance of order, the service provider must deliver a copy of their safety file prior to commencement of work, where the Safety department will approve/ reject the file. The safety file needs to be updated annually.

- b) The service provider's official COC, on the service provider's company letterhead, stating that all goods supplied are in accordance with the requirements of the Order.
- c) The service provider shall be present upon delivery of all goods at Armscor Dockyard, Simon's Town.

2.1.5. Service plan

- a) The CNC lathe must include a service plan whereby the service provider will service the machine as per OEM service schedule for 12 months.
- b) A service certificate to be provided after each service.

2.1.6. Training

- a) The service provider must provide specialised formal training for 5 Armscor Dockyard employees specifically to operating, maintaining and programming of the machine. The service provider shall indicate the training dates and durations (minimum 2 days) in which training shall take place. The training must supplement comprehensive course material that must be provided to each trainee.
- b) Training certificates to be issued upon finding trainees competent.

2.1.7. Customer furnished items

- a) The designated area is fitted with a 5 Ton overhead crane. Armscor will provide an overhead crane operator.
- b) Armscor will provide a 5 Ton forklift and operator.
- c) Electrical power supply shall be made available (220 Volts- single phase or 380 Volts- 3 phase).
- d) Armscor will remove the existing CNC lathe prior to installation.
- e) A 6-bar airline is available at the equipment installation location.

2.1.8. Electrical installation requirements

- a) The service provider must perform electrical installation from Armscor Dockyard Distribution Board (DB) - J inside the mechanical workshop. Please refer to Appendix A.
- b) An electrical lockable isolator must be mounted on the wall beside the machine.
- c) The service provider must provide a Certificate of Compliance (COC) for the installation issued by an accredited person as per Occupational Health and Safety Act Electrical Installation Regulations GNR. 242 of 2009.
- d) Electrical schematic drawing of the installation and modification on the DB-J must be supplied. (1x Soft and 1x hard copy)

- e) The service provider must upgrade DB-J board to accommodate machine installation which shall include all the components, consumables or spares. Including a specification (technical data sheet) list of each component/spares being used in the installation.
- f) The installation must comply with SANS 10142-1 standard.
- g) Service provider must supply all spares or consumables required for the installation.
- h) The electrical power supply cable can be mounted against the wall going to the DB-J. It is advisable to use saddles, cable tray or trunking to ensure the installation is neat. No loose or hanging electrical cables will be accepted.
- i) NB: DB-J has a main circuit breaker with a maximum current rating of 150 amps and the existing lathe circuit breaker has a maximum current rating of 25 amps.

2.1.9. Commissioning

- a) The service provider is required to machine one part as per drawing in Appendix B. An Armscor Quality representative will pass/fail the machined part.
- b) The service provider shall provide the material to machine the part. The material is EN19 bright steel.
- c) This does not form part of the training.

2.1.10. Guarantee and warranty documentation

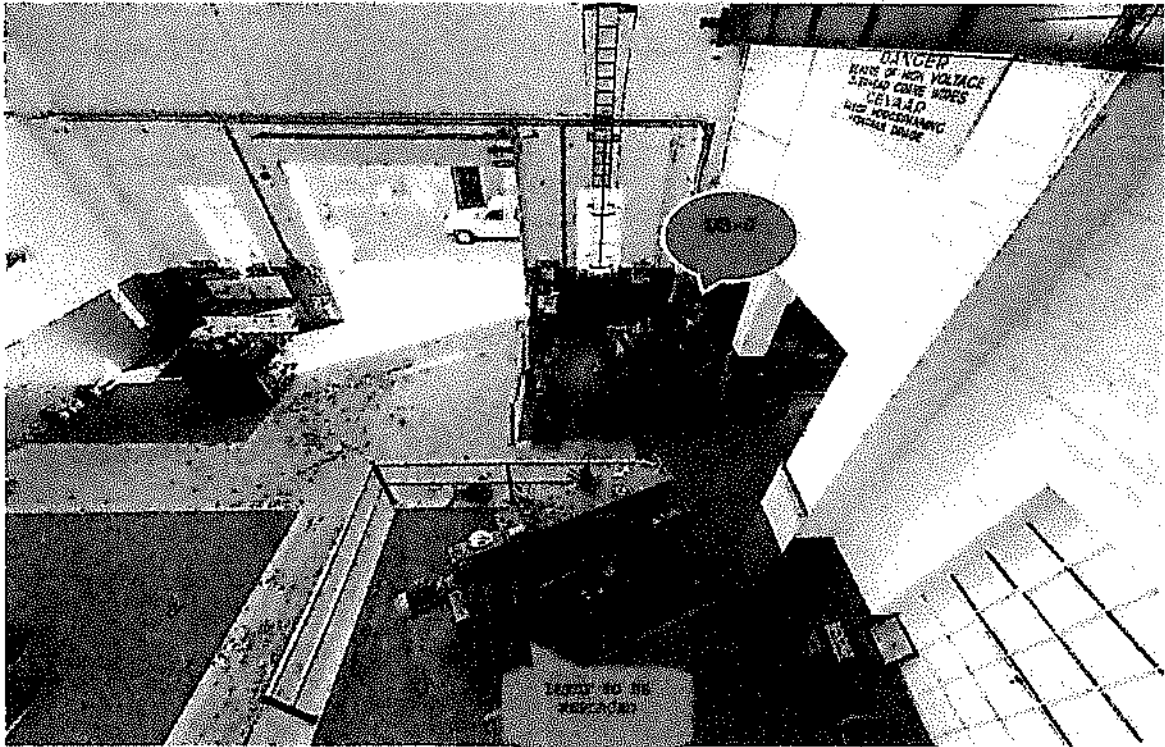
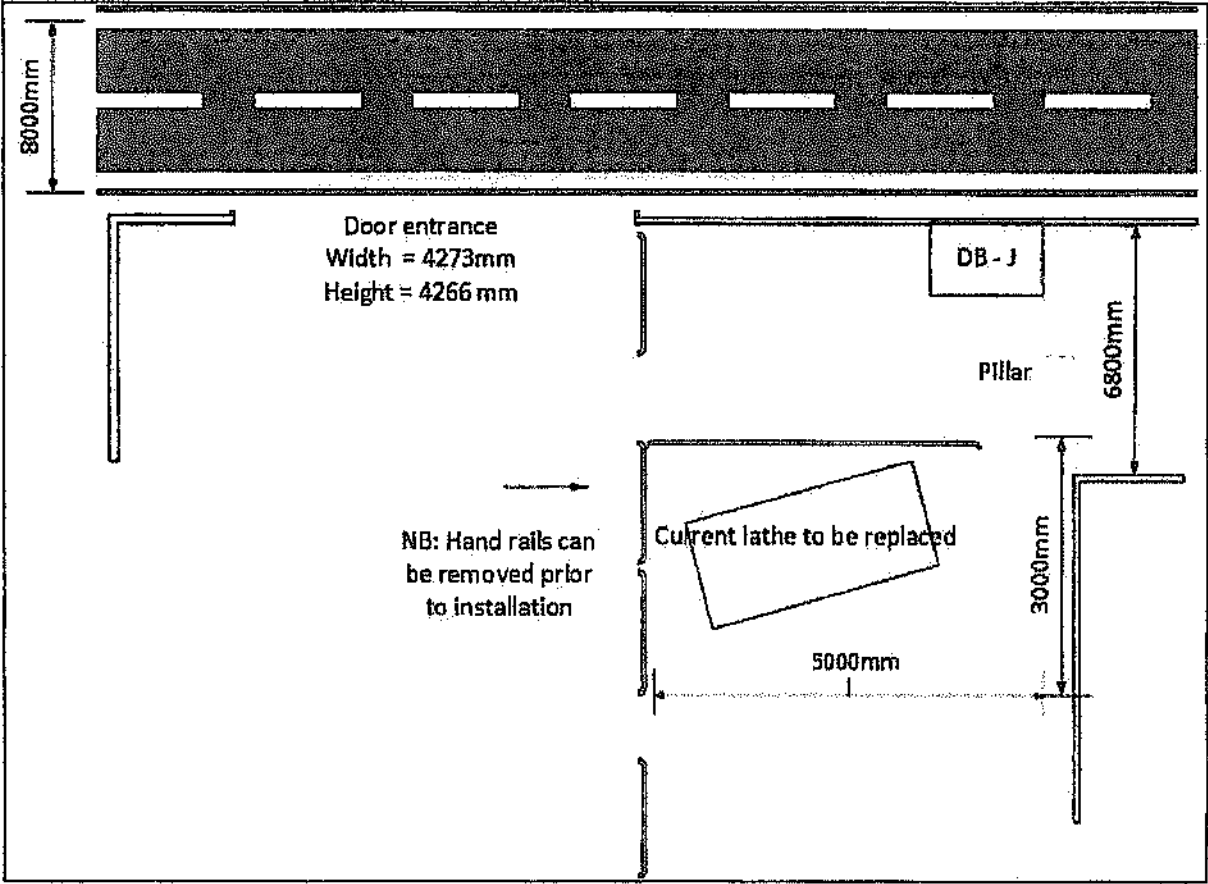
- a) The service provider shall supply Armscor with guarantee and warranty documentation for the equipment supplied.

2.1.11. Technical documentation

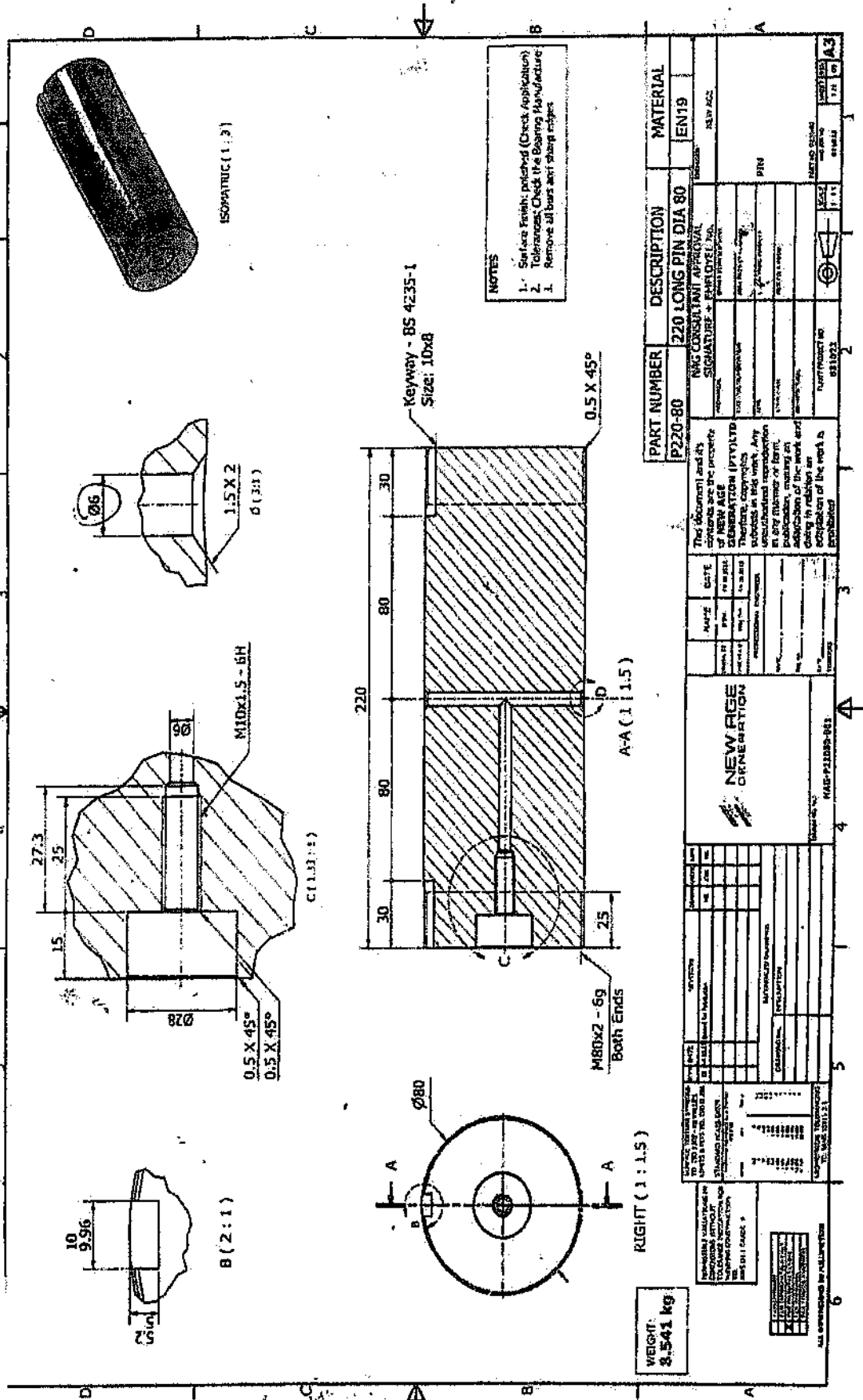
- a) The bidder shall attach all technical documentation for the equipment being supplied in their bid (which may include operation & maintenance manuals/ booklets).
- b) The bidder shall provide 2 copies of each document/ booklet supplied.

APPENDIX A: Layout for new CNC and photos of installation area.

NB: Dimensions are approximate. (Top view)



APPENDIX B: Drawing of Bogie pin



APPENDIX C: CNC LATHE WORKING PARAMETERS

Table 1: CNC LATHE WORKING PARAMETERS

No	PARAMETER	RANGE	Bidder's specification of offered CNC lathe as per technical documentation supplied by the bidder	Cross-reference the specification against provided technical documentation.
<i>Example</i>	<i>Max. swing</i>	<i>480 - 500mm</i>	<i>490mm</i>	<i>Page 5, Paragraph 4, Table 2.</i>
1	Max. swing	480 - 500mm		
2	Max. turning diameter	380 - 470mm		
3	Bar capacity	51 - 65 mm		
4	X Travel	210 - 500mm		
5	Z Travel	450 - 645mm		
6	Quill diameter	75 - 80mm		
7	Quill inside taper	4 M. T		
8	Speed	3800- 4200 rpm		
9	Power	7,5 - 15kW		

Note: Failure to complete all 9 parameters in table 1 above, and provide supporting technical documentation confirming each of the 9 parameters, shall result in the disqualification of the bid from further evaluation.

Company name: _____

ANNEXURE B: – OHASA AGREEMENT

WRITTEN AGREEMENT ON

OCCUPATIONAL HEALTH AND SAFETY

in accordance with the provisions of Section 37(2)
of the Occupational Health and Safety Act, Act No 85 of 1993.

AS ENTERED INTO BY AND BETWEEN

(hereinafter referred to as the "Employer").

and

(hereinafter referred to as "the Contractor")

Contractor Compensation Fund Certificate Number: _____

Vendor Number: _____

Contract Number: _____

LIST OF CONTENTS

<u>1</u>	<u>DEFINITIONS</u>	<u>3</u>
<u>2</u>	<u>WARRANTY OF COMPLIANCE</u>	<u>3</u>
<u>3</u>	<u>CONTRACTOR AS AN EMPLOYER</u>	<u>3</u>
<u>4</u>	<u>ENVIRONMENTAL COMPLIANCE</u>	<u>4</u>
<u>5</u>	<u>APPOINTMENTS AND TRAINING</u>	<u>4</u>
<u>6</u>	<u>SUPERVISION, DISCIPLINE AND REPORTING</u>	<u>4</u>
<u>7</u>	<u>ACCESS TO THE OHS ACT</u>	<u>4</u>
<u>8</u>	<u>CO-OPERATION</u>	<u>5</u>
<u>9</u>	<u>WORK PROCEDURES</u>	<u>5</u>
<u>10</u>	<u>HEALTH AND SAFETY MEETINGS</u>	<u>5</u>
<u>11</u>	<u>COMPENSATION REGISTRATION</u>	<u>5</u>
<u>12</u>	<u>MEDICAL EXAMINATIONS</u>	<u>5</u>
<u>13</u>	<u>INCIDENT REPORTING AND INVESTIGATION</u>	<u>5</u>
<u>14</u>	<u>FIRE PRECAUTIONS AND FACILITIES</u>	<u>5</u>
<u>15</u>	<u>HYGIENE AND HOUSEKEEPING</u>	<u>6</u>
<u>16</u>	<u>NO NUISANCE</u>	<u>6</u>
<u>17</u>	<u>INTOXICATION NOT ALLOWED</u>	<u>6</u>
<u>18</u>	<u>PERSONAL PROTECTIVE EQUIPMENT</u>	<u>6</u>
<u>19</u>	<u>PLANT, MACHINERY, EQUIPMENT AND VEHICLES</u>	<u>6</u>
<u>20</u>	<u>QUALIFICATIONS</u>	<u>6</u>
<u>21</u>	<u>NO USAGE OF THE EMPLOYER'S EQUIPMENT</u>	<u>6</u>
<u>22</u>	<u>TRANSPORT</u>	<u>7</u>
<u>23</u>	<u>INDEMNITY</u>	<u>7</u>
<u>24</u>	<u>DURATION OF AGREEMENT</u>	<u>7</u>
<u>25</u>	<u>HEADINGS</u>	<u>7</u>
<u>26</u>	<u>COSTS</u>	<u>7</u>
<u>27</u>	<u>SIGNATURES</u>	<u>8</u>

DEFINITIONS

In this agreement, unless the context indicates otherwise –

Contractor

Contractor will be understood to represent the word "mandatory" as defined in the Construction Regulations of the Occupational Health and Safety Act, 85 of 1993

Employer

Employer will be understood to represent the word "client" as defined in the Construction Regulations of the Occupational Health and Safety Act, 85 of 1993

Hazard

means a source of or exposure to danger;

he/his/him/himself

will be used for the sake of expediency and is meant to incorporate the feminine.

Mandatory

includes an agent, a contractor or a subcontractor for work, but without derogating from his status in his own right as an employer or a user as defined in the Occupational Health and Safety Act 85 of 1993

Safe

means free from any hazard;

Workplace

means any premises or place where a person performs work in the course of his employment;

WARRANTY OF COMPLIANCE

In terms of this agreement the Contractor warrants agreement to the arrangements and procedures as prescribed by the Employer and as provided for in terms of Section 37(2) of the OHS Act for the purposes of compliance with the Act and its regulations.

The Contractor further accepts that this contract, made in terms of Section 37(2), shall be read with the Occupational Health and Safety Act and any Regulation made in terms of Section 43 and any Standard Incorporated in terms of Section 44.

The Contractor acknowledges that this agreement constitutes an agreement in terms of Section 37(2) of the OHS Act, whereby all responsibility for health and safety matters relating to the work that the Contractor and his employees are to perform on behalf of the Employer shall be the obligation of the Contractor.

CONTRACTOR AS AN EMPLOYER

The Contractor shall be deemed to be an employer in its own right while engaged in the execution of the project. In terms of Section 16(1) of the OHS

Act, the **Contractor** shall accordingly ensure that the requirements of the OHS Act are complied with by itself and/or its nominated Chief Executive Officer

ENVIRONMENTAL COMPLIANCE

The **Contractor** shall ensure that all National Environmental Management Act (NEMA) principles are considered. This shall not be considered in isolation but include the individual requirements of Specific Environmental Management Acts (SEMAS).

MSDS shall be available for all herbicides, pesticides, fertilisers and solvents where applicable, and sufficient safety briefings shall be conducted with appropriate employees regarding the risks associated with working with the aforementioned chemicals.

APPOINTMENTS AND TRAINING

The **Contractor** undertakes to ensure that he and all staff that will perform any work on behalf of the **Employer** will undergo induction training before doing any work what so ever.

The **Contractor** shall appoint competent persons as per Section 16(2) of the OHS Act. Any such appointed person shall be trained on any occupational health and safety matter and the OHS Act provisions pertinent to the work that is to be performed under his responsibility. Copies of any appointments made by the **Contractor** shall immediately be provided to the **Employer**.

The **Contractor** shall further ensure that all his employees are trained on the health and safety aspects relating to the work and that they understand the hazards associated with such work being carried out. Without derogating from the foregoing, the **Contractor** shall, in particular, ensure that all operators and users of any vehicles, materials, machinery or equipment are properly trained in the use of such materials, machinery or equipment.

Notwithstanding the provisions of the above, the **Contractor** shall ensure that he, his appointed responsible persons and his employees are at all times familiar with the provisions of the OHS Act, and that they comply with the provisions of the Act.

SUPERVISION, DISCIPLINE AND REPORTING

The **Contractor** shall ensure that all work performed is done under strict supervision and that no unsafe or unhealthy work practices are permitted. Discipline regarding health and safety matters shall be strictly enforced against any of his employees regarding non-compliance by such employee with any health and safety matters.

The **Contractor** shall further ensure that his employees report to him all unsafe or unhealthy work situations immediately after they become aware of them and that he in turn immediately reports these to the **Employer** and/or his representative.

ACCESS TO THE OHS ACT

The **Contractor** shall ensure that he has an updated copy of the OHS Act on site at all times and that this is accessible to his appointed responsible persons and employees.

CO-OPERATION

The **Contractor** and/or his responsible persons and employees shall provide full co-operation and information if and when the **Employer** or its representative inquiries into occupational health and safety issues concerning the **Contractor**. It is hereby recorded that the **Employer** and its representatives shall at all times be entitled to make such enquiry.

Without derogating from the generality of the above, the **Contractor** and his responsible persons shall make available to the **Employer** and its representative, on request, all and any checklists and inspection registers required to be kept in respect of any of machinery or equipment.

WORK PROCEDURES

The **Contractor** shall implement safe work practices and shall ensure that his responsible persons and employees are made conversant with and adhere to such safe work practices.

HEALTH AND SAFETY MEETINGS

In terms of the OHS Act, as applicable, the **Contractor** shall establish his own health and safety committee(s) and ensure that his employees, being the committee members, hold health and safety meetings as often as may be required and at least once every 3 months should it be required in terms of the Act.

COMPENSATION REGISTRATION

The **Contractor** shall ensure that he has a valid registration with the Compensation Commissioner, as required in terms of the Compensation for Occupational Injuries and Diseases Act 130 of 1993, and that all payments owing to the Commissioner are discharged. The **Contractor** shall further ensure that the cover shall remain in force while any such employee is present on the premises. Certified copies of valid letters of good standing shall be submitted to the employer before work commences.

MEDICAL EXAMINATIONS

The **Employer** reserves the right to compel the **Contractor** to ensure that all his employees undergo routine medical examinations, and that they are medically fit for the purposes of the work they are to perform.

INCIDENT REPORTING AND INVESTIGATION

All incidents referred to in Section 24 of the OHS Act shall be reported by the **Contractor** to the Department of Labour and to the **Employer**. The **Employer** shall further be provided with copies of any written documentation relating to any incident occurring in the execution of work under contract or agreement with the **Employer**.

The **Employer** retains an interest in the reporting of any incident as described above as well as in any formal investigation and/or inquiry conducted in terms of Section 32 of the OHS Act into such incident.

FIRE PRECAUTIONS AND FACILITIES

The **Contractor** shall ensure that an adequate supply of fire-protection and first-aid facilities is provided for the work to be performed where indicated as being required in terms of a risk assessment.

The **Contractor** shall further ensure that all his employees are familiar with fire precautions at the, which include fire-alarm signals and emergency exits, and that such precautions are adhered to.

Smoking is only to be permitted in designated smoking areas.

HYGIENE AND HOUSEKEEPING

*The **Contractor** shall ensure that the work site and surrounding area is at all times maintained to a reasonably practicable level of hygiene and cleanliness.*

NO NUISANCE

*The **Contractor** shall ensure that no hindrance, hazard, annoyance or inconvenience is inflicted on the **Employer**.*

INTOXICATION NOT ALLOWED

*No intoxicating substance of any form shall be allowed. The **Contractor** shall ensure that adequate measures are implemented to ensure that no employee is, or remains, under the influence of alcohol when engaged in the **Employer's** business. Any person required to take medication shall notify the relevant responsible person thereof, as well as the potential side effects of the medication.*

PERSONAL PROTECTIVE EQUIPMENT

*The **Contractor** shall ensure that his responsible persons and employees are provided with adequate personal protective equipment (PPE) for the work they may perform and in accordance with the requirements of General Safety Regulation 2(1) of the OHS Act. The **Contractor** shall further ensure that his responsible persons and employees wear the PPE issued to them at all material times.*

*The **Employer** reserves the right to instruct the **Contractor** to obtain and use specific PPE, appropriate to the nature of the work and with due regard to the principle of reasonable practicality.*

*The **Contractor** shall provide appropriate safety signage and barricading and demarcation where necessary and appropriate. The **Employer** reserves the right to inform the **Contractor** of inadequate signage, barricading or demarcation and to instruct him to improve it before work may continue.*

PLANT, MACHINERY, EQUIPMENT AND VEHICLES

*In accordance with the provisions of Section 10(4) of the OHS Act, the **Contractor** hereby confirms that he has noted his liability for taking the necessary steps to ensure that any machine, article or substance that is provided to it is safe to use. The mandatory further warrants that this agreement is one made in terms of Section 10(4) of the OHS Act.*

QUALIFICATIONS

*The **Contractor** will provide the **Employer** with certified copies of all certificates necessary to confirm the competence of the **Contractor's** employees, such as operators certificates of competence, drivers licenses, PDP's, first aid training certificates and any other appropriate documents that the **Employer** may require.*

NO USAGE OF THE EMPLOYER'S EQUIPMENT

*The **Contractor** hereby acknowledges that his employees shall not be permitted to use any materials, machinery or equipment of the **Employer** unless the prior written consent of the **Employer** has been obtained, in which case the*

Contractor shall ensure that only those persons authorised to make use of them, have access thereto.

TRANSPORT

The **Contractor** shall ensure that all road vehicles used on the premises are in a roadworthy condition and are licensed and insured. All drivers shall have relevant and valid driving licences and no vehicle shall carry passengers unless it is specifically designed to do so. All drivers shall adhere to the speed limits and road signs on the premises at all times. All occupants of a vehicle must wear safety belts and the drivers are not to use a hand held cell phone.

In the event that any hazardous substances are to be transported on or to the premises, the **Contractor** shall ensure that the requirements of the Hazardous Chemical Substances Act 15 of 1973 are complied with at all times.

INDEMNITY

The **Contractor** indemnifies the **Employer** against any claim, whether based in common law or legislation, which any party, including employees of the **Contractor**, may have against the **Employer** arising out of the performance or execution of the work.

DURATION OF AGREEMENT

This agreement shall remain in force for the duration of the work to be performed by the **Contractor**.

HEADINGS

The headings as contained in this agreement are for reference purposes only and shall not be construed as having any interpretative value in themselves or as giving any indication as to the meaning of the contents of the paragraphs contained in this agreement.

COSTS

The **Contractor** accepts that ensuring full compliance with the relevant Legislation and other health and safety requirements may have a cost implication. The **Contractor** accepts these costs as for its account, and warrants that the potential cost implication was disclosed prior to entering into contract.

SIGNATURES

FOR AND ON BEHALF OF THE CONTRACTOR

SIGNED at _____ on this _____ day of
_____ 2023.

Name:

WITNESSES:

1. _____

2. _____

FOR AND ON BEHALF OF THE EMPLOYER

SIGNED at _____ on this _____ day of
_____ 2023.

Name:

WITNESSES:

1. _____

2. _____