

INVITATION TO BID

REQUEST FOR BID DESCRIPTION:
SUPPLY AND DELIVERY OF PRINTING CARTRIDGES AND PRINTING PERIPHERALS FOR ARMSCOR HEAD OFFICE FOR A PERIOD OF 36 MONTHS, AS AND WHEN REQUIRED

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NOTE:

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

Responses must be submitted in hard copy; electronic bid submissions are not accepted.

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	☐	☐
2.	Valid Tax Clearance Certificate (s) and or proof of application endorsed by SARS and / or SARS issued verification pin code.	☐	☐
3.	Copies of bidders CIPC Company registration documents listing all members with percentage, See bidding structure for required documents.	☐	☐
4.	Copy of the Joint Venture / Consortium Agreement duly signed by all parties	☐	☐
5.	Copy of the Sub-Contracting Agreement duly signed by all parties	☐	☐
6.	Valid proof of BBBEE status for the bidder and its sub-contractor(s)	☐	☐
7.	Designated sectors: Local production and content. (Where applicable)	☐	☐
8.	Originally certified copy of Identity Document for the Company representative	☐	☐
9.	Copy of latest audited financial statements	☐	☐
10.	Bid conditions acceptance form on KD17 (Mandatory)	☐	☐

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

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

REQUEST FOR BID: EFAC/2023/10

1. INSTRUCTIONS ON SUBMISSION OF BIDS

- 1.1 Bid Closing at **11:00 am** on **07 August 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 Head Office, Visitors Entrance (Block) 8 before the bid closing date and time addressed to:

The Manager: Supply Chain Management Department
Armscor SOC Ltd

Postal address: Armscor SOC Ltd
Private Bag X337
Pretoria
0001

Delivery address: Armscor Head Office
370 Nossob Street
Erasmuskloof Ext 4
Pretoria

- 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 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 SCM Department on aopts@armscor.co.za. Questions/enquiries relating to this RFB should be received three working days prior to the closing date. Queries received after this period will not be entertained.

3. BID VALIDITY PERIOD

Bid proposals to remain valid for acceptance for a period of **ONE HUNDRED AND FIFTY** 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.

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 Bidder 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 Bidder 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:

Name of Prime Contractor	
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 Bidder 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 Bidder 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 Bidder 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 or some 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 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. Bidders should check the numbers of the pages correspond with the table of contents 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
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. **Advance payments:**

Bidders shall furnish the price without advance payment.

6. **Performance Guarantee:**

Armcor reserves the right to request the successful bidder 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.

7. **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 bid.

8. **Tax Compliance 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. FOREIGN COMPANIES ARE REQUIRED TO COMPLETE QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS OF ANNEXURE 1 TO KD 25

8.1 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.

8.2 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.

8.3 The Tax compliance PIN letter shall be submitted with the bid, with an authorisation letter for Armcor to use the PIN code for verification of tax compliance status of the supplier.

8.4 In bids where Consortia /Joint Ventures / are involved, each party must submit a separate tax compliance PIN with authorisation letter.

9.5 In the event of subcontracting, tax compliance PIN letter and authorisation letter for the subcontractor must also be submitted with the bid.

8.6 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.

9. 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.

10. Defence Industrial Participation and National Industrial Participation

10.1 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.

10.2 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.

11. Mandatory local production and content for designated sectors

11.1 A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

11.2 If there is no designated sector, Armscor will include as a specific condition of the bid, that only locally produced services or goods or locally manufactured goods with a stipulated minimum threshold for local production and content, will be considered.

12. **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
Specific Goals	20 Points
Total:	100 Points

The following formula will be used to calculate the points in respect of a bid up to a rand value of R50 000 000, 00 (all applicable taxes included).

(Armscor may also apply this formula to price quotations with a value of less than R30 000, if and when appropriate):

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

80/20

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

Where

P_s	=	Points scored for price of bid under consideration
P_t	=	Price of bid under consideration
P_{min}	=	Price of lowest acceptable bid

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KD17

BID NUMBER

: EFAC/2023/10

CLOSING AT 11:00 ON

: 08 AUGUST 2023

VALIDITY PERIOD: 150 DAYS

NAME OF BIDDER

:

ITEM NO	DESCRIPTION	QTY	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
1 – 38	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 1 <i>Transfer total from Section C Lot 1</i>	Lot 1			
	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 2	Lot 1			
	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 3	Lot 1			
39 -77	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 1 <i>Transfer total from Section C Lot 2</i>	Lot 2			
	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 2	Lot 2			
	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 3	Lot 2			
78 - 114	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 1 <i>Transfer total from Section C Lot 3</i>	Lot 3			
	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 2	Lot 3			
	Supply And Delivery of Printing Cartridges And Printing Peripherals – Year 3	Lot 3			
	TOTAL (excluding VAT)				
	VAT				
	TOTAL (including VAT)				

1. Delivery address: **ARMSCOR HQ, 370 Nossob Street, Erasmuskloof Ext 4, PTA**
 2. * Period required for commencement of delivery, after receipt of order:
 3. * Rate of delivery:
 4. * Period required for completion of order, after receipt thereof:
- * Must be completed by Bidder if not completed by Armscor

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PAGE 11 & LAST

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**REQUEST FOR BID
FOR
SUPPLY AND DELIVERY OF PRINTING CARTRIDGES AND
PRINTING PERIPHERALS FOR ARMSCOR HQ FOR A PERIOD
OF 36 MONTHS, AS AND WHEN REQUIRED.**

SUMMARY: This document presents the Request for Bid (RFB) for the supply and delivery of printing cartridges and printing peripherals for Armcor HQ for a period of 36 months, as and when required.

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1 SCOPE

- 1.1 This RFB is an invitation to the Bidder for the Supply and Delivery of printing cartridges and printing peripherals for Armscor HQ for a period of 36 months, as and when required. The RFB consists of the following sections:

Section A: Instructions to the Bidder with regard to the minimum requirements of the bid to be submitted to Armscor.

Section B: Statement of Work.

Section C: Deliverable items list and commercial information to be included in the bid.

Section D: Bid evaluation process.

2 ABBREVIATIONS

APM	: Armscor Project Manager.
ATP	: Acceptance Test Procedure
ATR	: Acceptance Test Report
AQR	: Armscor Quality Representative
B-BBEE	: Broad Based Black Economic Empowerment
CIPC	: Companies and Intellectual Property Commission
HP	: Hewlett-Packard Company
HQ	: Head Quarters
JV	: Joint Venture
RFB	: Request for Bid.
SOW	: Statement of Work
QTY	: Quantity

3 DEFINITIONS

Accessories	Means any material or equipment that is necessary to render the system fully functional and operational.
B-BBEE	Means the broad-based economic empowerment as defined in section 1 of the Broad Based Black Economic Empowerment Act.
CIPC	Means the Companies and Intellectual Property Commission.
Shall	Expresses a binding requirement.

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SECTION A

**INSTRUCTIONS TO THE BIDDER WITH REGARD TO THE MINIMUM REQUIREMENTS OF
THE BID TO BE SUBMITTED TO ARMSCOR**

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1 GENERAL

- 1.1 The RFB is for a requirement for Supply and Delivery of printing cartridges and printing Peripherals for Armscor HQ for a period of 36 months, as and when required.
- 1.2 The Bid shall be composed to allow easy cross-referencing between the RFB and Bid documents.
- 1.3 Two (2) hardcopies (original and copy of original) of the Bid shall be submitted.
- 1.4 Armscor reserves the right to award this bid to multiple bidders per lot as detailed in section C of the RFB.

2 EVALUATION OF BIDS:

- 2.1 The bids will be evaluated as per section D of the RFB

3 DELIVERY ADDRESS

- 3.1 The delivery address for the printing cartridges and printing peripherals is as follows:

ARMSCOR
370 Nossob Street
cor Delmas Avenue and Nossob Street
Erasmuskloof Ext 4
Pretoria

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SECTION B

STATEMENT OF WORK

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1. SCOPE

This section presents a high level Statement of Work (SOW) for the Supply and Delivery of printing cartridges and printing peripherals for Armscor HQ for a period of 36 months, as and when required.

Item 1 – 114 : Supply and delivery of printing cartridges and printing Peripherals.

Task Description	This task shall provide for supply and delivery of printing cartridges and printing peripherals.
Inputs	Formal contract
Minimum task description.	The Bidder shall supply and deliver the printing cartridges and printing Peripherals as listed in section C of the RFB. The Bidder shall supply and deliver the printing cartridges and printing Peripherals to the following address: ARMSCOR 370 Nossob Street cor Delmas Avenue and Nossob Street Erasmuskloof Ext 4 Pretoria
Deliverables	1. Printing cartridges and Peripherals as and when required.
Acceptance criteria	1. Certificate of Compliance (CoC). 2. K225
Frequency	As and when required

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SECTION C

PROPOSED ITEMS LIST

AND

COMMERCIAL INFORMATION TO BE INCLUDED IN THE BID

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SECTION C						
Lot 1						
No	Item Description	Part Number	QTY (Annual)	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
1	HP Original Black Cartridges	CE270A	20			
2	HP Original Cyan Cartridges	CE271A	20			
3	HP Original Yellow Cartridges	CE272A	20			
4	HP Original Magenta Cartridges	CE273A	20			
5	HP Transfer and Roller Kit	D7H14A	15			
6	Fuser Kit	Q9153A	15			
7	HP Original High Yield Toner Cartridge	CF325X	15			
8	HP Original BLACK	3JA30A	10			
9	HP Original CYAN	3JA27A	10			
10	HP Original YELLOW	3JA29A	10			
11	HP Original MAGENTA	3JA28A	10			
12	HP Original Black Cartridges	CF226A	20			
13	HP Original High Yield Toner Cartridge	CF410A	40			
14	HP Original High Yield Toner Cartridge	CF411A	40			
15	HP Original High Yield Toner Cartridge	CF412A	40			
16	HP Original High Yield Toner Cartridge	CF413A	40			
17	HP Original (Black)	CC530A	25			
18	HP Original Blue (Cyan)	CC5331A	25			
19	HP Original Yellow	CC532AC	25			
20	HP Original (Magenta)	CC533C	25			
21	HP Original Black Cartridges	CF380A	25			
22	HP Original Cyan Cartridges	CF381A	25			
23	HP Original Yellow Cartridges	CF382A	25			
24	HP Original Magenta Cartridges	CF383A	25			
25	HP Original Magenta Image Drum	CF365A	15			
26	HP Original Yellow Image Drum	CF364A	15			
27	HP Original Cyan Image Drum	CF359A	15			
28	HP Original Black Toner Cartridge	W2030A	30			
29	HP Original Cyan Toner Cartridge	W2031A	30			
30	HP Original Yellow Toner Cartridge	W2032A	30			

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SECTION C						
Lot 1						
No	Item Description	Part Number	QTY (Annual)	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
31	HP Original Magenta Toner Cartridge	W2033A	30			
32	HP Original (Black)	CE320A	20			
33	HP Original [Cyan]	CE321A	20			
34	HP Original [Yellow]	CE322A	20			
35	HP Original [Magenta]	CE323A	20			
36	HP Toner Collection Unit	CE980A	20			
37	HP Original (Black)	C7115X	5			
38	HP Kit Flow MFP M776 Document feeder Kit	J8J95A	5			
TOTAL (excluding VAT)						

SECTION C						
Lot 2						
No	Item Description	Part Number	QTY (Annual)	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
39	HP Original Black Toner Cartridge	W2010A	30			
40	HP Original Cyan Toner Cartridge	W2011A	30			
41	HP Original Yellow Toner Cartridge	W2012A	30			
42	HP Original Magenta Toner Cartridge	W2013A	30			
43	HP Transfer Kit	CE516A	15			
44	HP 22V Maintenance/Fuser Kit	CF254A	15			
45	HP Original Black Cartridges	CF280A	20			
46	HP Original black cartridge	CE505A	40			
47	HP Original [Cyan]	CE401A	20			
48	HP Original [Yellow]	CE402A	20			
49	HP Original [Magenta]	CE403A	20			
50	HP Original [Black]	CE400A	20			
51	HP Original Black Toner Cartridge	CE410A	40			
52	HP Original Cyan Toner Cartridge	CE411A	40			
53	HP Original Yellow Toner Cartridge	CE412A	40			

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SECTION C						
Lot 2						
No	Item Description	Part Number	QTY (Annual)	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
54	HP Original Magenta Toner Cartridge	CE413A	40			
55	HP Original Black Cartridges	CF350A	30			
56	HP Original Cyan Cartridges	CF351A	30			
57	HP Original Yellow Cartridges	CF352	30			
58	HP Original Magenta Cartridges	CF353A	30			
59	HP Original Black Cartridges	CF360X	25			
60	HP Original Cyan Cartridges	CF361X	25			
61	HP Original Yellow Cartridges	CF362A	25			
62	HP Original Magenta Cartridges	CF363A	25			
63	HP Original Black Cartridges	CF259	20			
64	HP Original Yellow Cartridges	Q7551A	20			
65	HP Original Black Cartridges	Q7553A	20			
66	HP Original Black Cartridges	CF530A	20			
67	HP Original Cyan Cartridges	CF531A	20			
68	HP Original Yellow Cartridges	CF532A	20			
69	HP Original Magenta Cartridges	CF533A	20			
70	HP Original Black	W2210A	20			
71	HP Original Cyan	W2211A	20			
72	HP Original Magenta	W2213A	20			
73	HP Original Yellow	W2212A	20			
74	HP ADF Roller Replacement Kit	C1P70A	15			
75	HP Original Cyan Cartridges	Q5951A	5			
76	HP Original Yellow Cartridges	Q5952A	5			
77	HP Original Magenta Cartridges	Q5953A	5			
TOTAL (excluding VAT)						

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SECTION C						
Lot 3						
No	Item Description	Part Number	QTY (Annual)	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
78	HP Original Black Toner Cartridge	CE340A	40			
79	HP Original Cyan Toner Cartridge	CE341A	40			
80	HP Original Magenta Toner Cartridge	CE343A	40			
81	HP Original Yellow Toner Cartridge	CE342A	40			
82	HP Fuser Kit 22V	C1N58A	15			
83	HP 220V Maintenance Kit	CE515A	15			
84	Fuser Kit	4YL17A	15			
85	HP Original Black Cartridges	Q2612A	20			
86	HP Original Black Toner Cartridge	CF300A	20			
87	HP Original Cyan Toner Cartridge	CF301A	20			
88	HP Original Magenta Toner Cartridge	CF303A	20			
89	HP Original Yellow Toner Cartridge	CF302A	20			
90	HP Original Black Cartridges	Q7570A	20			
91	HP Original Black Cartridges	CF400A	20			
92	HP Original Cyan Cartridges	CF401A	20			
93	HP Original Yellow Cartridges	CF402A	20			
94	HP Original Magenta Cartridges	CF403A	20			
95	HP Original Color laser jet Black	CE740A	20			
96	HP Original Color laser jet Cyan	CE741A	20			
97	HP Original Color laser jet Yellow	CE742A	20			
98	HP Original Color laser jet Magenta	CE743A	20			
99	HP Original [Black]	CF210A	20			
100	HP Original [Cyan]	CF211A	20			
101	HP Original [Yellow]	CF212A	20			
102	HP Original [Magenta]	CF213A	20			
103	HP Original 30A Black Cartridges	C9730A	10			
104	HP Original Cyan Cartridges	C9731A	10			
105	HP Original Yellow Cartridges	C9732A	10			
106	HP Original Magenta Cartridges	C9733A	10			

RESTRICTED

RESTRICTED

SECTION C						
Lot 3						
No	Item Description	Part Number	QTY (Annual)	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
107	HP Original Black Toner Cartridge	CF214X	25			
108	HP Original Black Cartridges	Q5950A	20			
109	HP Original Black Cartridges	CC364A	30			
110	HP Original Imaging Drum	W2004A	20			
111	HP Original Black Image Drum	CF358A	20			
112	HP Original Black	CE285A	20			
113	HP Flow MFP M776 Transfer Kit	3WT89A	5			
114	HP Flow MFP M776 Transfer Kit: 110V-3WT87A-220-3WT88A	3WT87A	5			
TOTAL (excluding VAT)						

RESTRICTED

RESTRICTED

SECTION D

BID EVALUATION

RESTRICTED

RESTRICTED

1 SCOPE OF EVALUATION

This section describes the processes and evaluation criteria to be used in the evaluating of the bid for the Supply and Delivery of printing cartridges and printing peripherals for Armscor HQ for a period of 36 months, as and when required.

2 STAGE 1: CRITICAL CRITERIA

- 2.1 The Bidder shall be evaluated against the following Critical Criteria requirements. Should the Bidder fail to comply with any one of the Critical Criteria the bid will be eliminated from further evaluation.

#	CRITICAL CRITERIA DESCRIPTION
1	The bidder shall be an OEM, or approved /certified as a distributor /reseller of HP cartridges. Evidence Required: If the Bidder is the OEM of the Cartridges specified in Section C, then the Bidder shall submit a valid letter, on the OEM letterhead, confirming that the bidder is the OEM of the HP cartridges. OR a) If the Bidder is the Official Distributor of the HP Cartridges specified in Section C, the Bidder shall submit a valid letter/certificate issued by the OEM (HP), confirming that the bidder is the Official Distributor of the HP cartridges. OR b) If the Bidder is a reseller of HP cartridges specified in Section C, then: - The Bidder shall submit a valid letter/certificate, issued by the OEM (HP), confirming that the bidder is the reseller of the HP cartridges. OR - The Bidder shall submit a valid letter/certificate: - issued by the Official Distributor of the HP cartridges, confirming that the Bidder is the reseller of the HP cartridges; AND - issued by the OEM (HP), confirming that the Official Distributor is an Official Distributor of the HP cartridges.
2	The bidder shall have experience in the supply and delivery of printing cartridges to the value of at least R600 000,00 per order/contract. Evidence Required: The bidder shall submit, with the bid, reference letter(s) from current(s) or previous client(s) signed by a duly authorised person, indicating that the bidder has supplied printing cartridges to the value of at least R600 000,00 per order/contract.
3	The bidder shall fully commit that they shall supply and deliver new original HP printing cartridges and printing peripherals, specified in Section C of the RFB. Evidence Required: The bidder shall cost all line items in Section C of the RFB and fully complete and sign BAC form which is KD17 page 7 of the KD bid documents.

RESTRICTED

3 STAGE 2: PREFERENCE POINT SYSTEM (PPS)

- 3.1 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. A maximum of 80 points shall be awarded for Price and a maximum of 20 points shall be awarded for Specific Goals:
- 3.2 Points scored for Price, Specific Goals are added together to the maximum of 100 points and rounded off to the nearest two decimal points.
- 3.3 The Specific Goals for this RFB is the RDP Programme: Locality.

Specific Goals for Procurement from Entities Located in Specific Province, Region or Municipality		PPS Points
RDP Programme: Locality		
1	Entities located within the Gauteng Province	10 points
2	Entities located outside the Gauteng Province	0 points
RDP Programme: Promotion of South African Owned Enterprises		
1	Entities which are BBBEE Level 1 with 51% black equity ownership	10 points
2	Entities which are BBBEE Level 2 with 51% black equity ownership	9 points
3	Non-compliance with 1 or 2	0 points
Maximum Specific Goals points		20 points

- 3.4 To qualify for **RDP Programme: Locality** points:

- 3.4.1 The bidder shall submit a municipal account indicating the bidder's business address in the Gauteng Province that is not older than three (3) months; or
- 3.4.2 If the municipal account is in the name of a third party, then the bidder shall submit:
- A municipal account indicating the third party's business address in the Gauteng Province that not older than three (3) months; and
 - An occupancy/ rental agreement or similar agreement between the bidder and the third party, that is still valid at the closing date of the RFB.

Note: Should the bidder submit a municipal account located outside the Gauteng Province or fail to submit a municipal account, then the bidder shall be awarded 0 points.

- 3.5 To qualify for the **RDP Programme: Promotion of South African Owned Enterprises** 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

RESTRICTED

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

Note: *Should the bidder fail to submit the evidence required for B-BBEE points, then the bidder shall be awarded 0 points.*

ARMAMENTS CORPORATION OF SOUTH AFRICA SOC LTD
(ARMSCOR)

QUESTIONNAIRE

REPLIES

1 What is the request for bid number?

2 If applicable: Price basis of bid
(if not delivered into store)

3 Indicate which of the following applies:

3.1 The prices are fixed.

☐

3.2 The prices are not fixed (NB:

☐

4 The delivery period shall be fixed

.....

.....

WHERE SUPPLIES OFFERED ARE TO BE IMPORTED, THE QUESTIONS BELOW MUST BE ANSWERED.

5 Foreign content:

5.1 What amount in foreign currency must be remitted overseas?

5.2 What is the rate of exchange used in converting the amount into ZAR1,00=.....

SA Rand and the date on which this is based?

Date

6 Statutory costs:

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

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

a) Customs duty?

b) Ad valorem customs duty?

PRICE BREAKDOWN

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

		AMOUNT	% OF TOTAL PRICE
7.1	FOB/FCA cost of item		
7.2	Sea/Air freight		
7.3	Insurance charges		
7.4	Clearance charges		
7.5	Customs duties		
7.6	Ad valorem customs duties		
7.7	Delivery costs from port/airport to your premises		
7.8	Local content (excluding (10.10))		
7.9	Delivery costs from your premises into store		
7.10	Balance (detail to be submitted)		
	TOTAL		

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. PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000

- 1.1 The B-BBEE preference points will be awarded in terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022.
- 1.2 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)
- 1.3 Preference points for this bid shall be awarded for:
- | | |
|---|------------|
| Price | 80 |
| Specific Goals | 20 |
| Total points for Price and Specific Goals must not exceed | 100 |
- 1.4 Bidders who do not submit a valid proof of B-BBEE status will score zero (0) for preference points (B-BBEE Status Level Specific Goals).

2. ALLOCATION OF PREFERENCE POINTS FOR SPECIFIC GOALS

2.1 B-BBEE Status Level

- 2.1.1 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

- 2.1.2 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).

2.2 Specific Goals for Local Content & Production

- 2.2.1 The preference points that may be awarded in terms of the specific goals with regards to procurement processes where local content & production is applicable shall be as follows:

No	Specific Goals for Procurement from Entities with local manufacturing capabilities for designated sectors	Points for 80/20 PPS*
Designated Sectors		
1	Full compliance to the applicable minimum threshold for local content	10 points
2	Non-compliance to the applicable minimum threshold for local content	0 points
RDP Programme: Promotion of South African Owned Enterprises		
1	Entities which are BBBEE Level 1 with 51% black equity ownership	10 points
2	Entities which are BBBEE Level 2 with 51% black equity ownership	9 points
Maximum Points Available Per PPS*		20 points

*PPS stands for Preferential Point System

2.2.1 List Of Designated Sectors & Sub-Sectors

The complete list of sectors and sub-sectors which are designated for local production with a minimum local content threshold can be found on the website of the Department of Trade, Industry & Competition via the link below

<http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/>

2.2.2 Specific Goals For Locality

The preference points that may be awarded in terms of the specific goals with regards to Procurement from Entities Located in Specific Province, Region or Municipality are as follows:

No	Specific Goals for Procurement from Entities Located in Specific Province, Region or Municipality	Points for 80/20 PPS
RDP Programme: Locality		
1	Entities located within the specific locality	10 points
2	Entities located outside the specific locality	0 points
RDP Programme: Promotion of South African Owned Enterprises		
1	Entities which are BBBEE Level 1 with 51% black equity ownership	10 points
2	Entities which are BBBEE Level 2 with 51% black equity ownership	9 points
Maximum Points Available Per PPS*		20 points

3. PRINCIPLES**3.1 Valid proof of B-BBEE status is either of the following:****3.1.1 A B-BBEE Sworn Affidavit fully completed and**

- 3.1.1.1** Deposed and signed in the presence of the Commissioner of Oaths
- 3.1.1.2** Does not contradict itself (% black ownership matches compliance level)
- 3.1.1.3** Commissioner of Oaths credentials and signature are reflected.

3.1.2 A B-BBEE Certificate issued by either the CIPC or a SANAS Accredited Verification Agency**3.1.3 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.****3.1.4 B-BBEE status must be based on the latest financial year-end information, otherwise it is invalid and unacceptable.****3.2 Sub-Contracting****3.2.1 A bidder awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the bidder concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.****3.2.2 A bidder awarded a contract must obtain the approval of Armscor prior to any changes in the subcontracting arrangement.**

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

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

-1-

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.

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

ANNEXURE 2 TO KD24

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"	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;"

Issued in terms of the Defence Sector Code (Gazette 42391 - 12 April 2019)

Last updated 2023-05-12

Bid No: EFAC/2023/10

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

Issued in terms of the Defence Sector Code (Gazette 42391 - 12 April 2019)

Last updated 2023-05-12

Bid No: EFAC/2023/10

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] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ 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?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No		
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS							
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				☐ YES ☐ NO			
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				☐ YES ☐ NO			
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				☐ YES ☐ NO			
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				☐ YES ☐ NO			
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				☐ YES ☐ NO			
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.							

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, 202, 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:

**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

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: _____