

NOTIFICATION OF TENDER ADVERT

Bid Number: SASSA:06-24-CS-MP

Bid Description: SASSA hereby invite service provider/s for supply and installation of alternative power supply in various offices for the South African Social Security Agency (SASSA) Mpumalanga region.

Name of Institution: South African Social Security Agency (SASSA)

Place where goods, works or services are required:
SASSA Mpumalanga Regional Office, 18 Ferreira Street, 1201

Date Published: 05 November 2024

Closing Date / Time: 27 November 2024 @11:00am

Enquiries:

Supply Chain Management

Contact Person: Mr Lethumusa Ngwenya

Email: LethumusaN@sassa.gov.za

Telephone number: 013 754 9498

FAX Number: N/a

Project Manager

Contact Person: Mr. Dumisani Makhubela

Email: dumisanim@sassa.gov.za

Telephone number: 013 754 9384

FAX Number: N/a

Where bid documents can be obtained:

Website: <https://etenders.treasury.gov.za>

<https://sassa.gov.za>

Physical Address: Where bids should be delivered:

**SASSA Mpumalanga Regional Office,
18 Ferreira Street
1200**

NB Compulsory: Briefing Session

location : SASSA Mpumalanga regional office, 18 ferreira street, 1201

Time : 09:30

Date : 15 November 2024



[*paying the right social grant, to the right person,
at the right time and place. NJALO!*]

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (SASSA)					
BID NUMBER:	SASSA: 06-24-CS-MP	CLOSING DATE:	27/11/2024	CLOSING TIME:	11:00 AM
DESCRIPTION	SASSA hereby invite service provider/s for supply and installation of alternative power supply in various offices for the South African Social Security Agency (SASSA) Mpumalanga region.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
SASSA Mpumalanga Regional Office , 18 Ferreira Street ,1200					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Lethumusa Ngwenya		CONTACT PERSON	Mr. Dumisani Makhubela	
TELEPHONE NUMBER	013 754 9498		TELEPHONE NUMBER	013 754 9384	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	lethumusan@sassa.gov.za		E-MAIL ADDRESS	dumisanim@sassa.gov.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 [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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.					

PART B

TERMS AND CONDITIONS FOR BIDDING

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, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.			
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).			
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 PIN 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."			
SIGNATURE OF BIDDER:	DATE
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE (ALL INCLUSIVE)	

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

DATE:

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

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

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

Name of bidder.....	Bid number SASSA: 06-24-CS-MP
Closing Time 11:00 am	Closing date 27 November 2024

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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-
- Required by:
 - At:
.....
 - Brand and model
 - Country of origin
 - Does the offer comply with the specification(s)? *YES/NO
 - If not to specification, indicate deviation(s)
 - Period required for delivery
*Delivery: Firm/not firm
 - Delivery basis

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

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

*Delete if not applicable

STANDARD BIDDING DOCUMENT (SBD) 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1 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.
- 1.2 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.

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.



STANDARD BIDDING DOCUMENT (SBD) 4

[illegible]

Stamp out social grants fraud and corruption
Call 0800 60 10 11 / 0800 701 701

STANDARD BIDDING DOCUMENT (SBD) 4

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

.....

.....

.....

.....

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

2.3.1 If so, furnish particulars:

.....

.....

.....

.....

.....

3. DECLARATION

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;

STANDARD BIDDING DOCUMENT (SBD) 4

- 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.
- 3.5 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.
- 3.6 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.
- 3.7 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

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.

STANDARD BIDDING DOCUMENT (SBD) 4
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

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
(b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) & \text{or} & Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	10	20		
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	9	18		
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	8	16		
B-BBEE Status Level 1 - 2 contributor	7	14		
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	5	12		
B-BBEE Status Level 3 - 4 contributor	4	8		
B-BBEE Status Level 5 - 8 contributor	2	4		
Others (Non-Compliant)	0	0		
Note: In the event of a bidder claiming more than one specific goal category, SASSA will allocate points based on specific goal with the highest points.				

Returnable document to claim points	Please tick below for the attached document
1. B-BBEE Certificate	
2. Sworn Affidavit (EME or QSE)	
3. CSD registration number	

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. 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.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6 A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

2.1. **“bid”** includes written price quotations, advertised competitive bids or proposals;

2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);

2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;

2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;

2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility(close corporation, partnership or individual).

2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;

2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;

2.8. **“stipulated minimum threshold”** means that portion of local production and content as determined by the Department of Trade and Industry; and

2.9. **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

3. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
Electrical and telecom cables	90%
Polyvinyl chloride (PVC) pipes	100%
Solar PV Components	
Laminated PV Modules	15%
DC Combiner Boxes	65%
Mounting Structure	90%
Inverter	40%

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES		NO	
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- 4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?

(Tick applicable box)

YES		NO	
-----	--	----	--

- 5.1. If yes, provide the following particulars:

- (a) Full name of auditor:
- (b) Practice number:
- (c) Telephone and cell number:
- (d) Email address:

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

6. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):

.....
NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thdti.gov.za/industrialdevelopment/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder
entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that:

- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (ii) the declaration templates have been audited and certified to be correct.

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R

Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____ **DATE:** _____

WITNESS No. 1 _____ **DATE:** _____

WITNESS No. 2 _____ **DATE:** _____

TERMS OF REFERENCE

**FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE
SUPPLY AND INSTALLATION OF ALTERNATIVE POWER
SUPPLY IN VARIOUS OFFICES FOR THE SOUTH AFRICAN
SOCIAL SECURITY AGENCY (SASSA) MPUMALANGA
REGION**

1. SCOPE OF WORK

- 1.1. The scope of work for this tender is to appoint a service provider who will supply and install alternative power supply to various SASSA offices in the Mpumalanga Region.
- 1.2. The required service will include:
 - 1.2.1. Supply and installation of Inverters and backup power Batteries in SASSA Offices.
 - 1.2.2. Supply and installation of Solar PV units in SASSA offices
 - 1.2.3. Reconfigure some electrical fittings and wiring in SASSA offices
- 1.3. The detailed scope of the work to be carried out for this tender is contained in the **Technical Specifications (Annexure E)**
- 1.4. The services will be rendered in the following offices in four SASSA districts within Mpumalanga Region. (**Location of Offices - Annexure A.**)
 - 1.4.1. Nkangala District
 - 1.4.1.1. Marapyane Service Office
 - 1.4.1.2. Steve Tshwete Local Office
 - 1.4.1.3. Mkobola Service Office
 - 1.4.1.4. Thembisile Local Office
 - 1.4.1.5. Mbibane Service Office
 - 1.4.2. Ehlanzeni District
 - 1.4.2.1. Daantjie Service Office
 - 1.4.2.2. Kabokweni Service Office
 - 1.4.2.3. Kamajika Service Office
 - 1.4.2.4. Matsulu Service Office
 - 1.4.2.5. Nkomazi (Tonga) Local Office
 - 1.4.3. Gert Sibande District
 - 1.4.3.1. Elukwatini Local Office
 - 1.4.3.2. Govan Mbeki Local Office
 - 1.4.4. Bushbuckridge District
 - 1.4.4.1. Marite Service Office
 - 1.4.4.2. Casteel Service Office

2. KEY ASPECTS

Bidders' attention is drawn to the following key aspects of the bid.

- 2.1. This bid will be concluded in terms of the General Conditions of Contract (GCC).
- 2.2. SASSA reserves the right to award to one or more successful bidder/s.
- 2.3. Payments will be made within 30 days upon receipt of a valid tax invoice.
- 2.4. SASSA reserves the right to award the bid in whole or partial.
- 2.5. The successful bidder/s will be expected to comply with, but not limited to, the following prescripts:
 - 2.5.1. Occupational Health Safety Act: Act No. 85 of 1993.

**TOR'S FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND INSTALLATION
OF ALTERNATIVE POWER SUPPLY IN VARIOUS OFFICES FOR THE SOUTH AFRICAN SOCIAL
SECURITY AGENCY (SASSA) MPUMALANGA REGION**

- 2.5.2. National Building Regulations
- 2.5.3. Municipal By-laws and any special requirements of the Local Authority.
- 2.5.4. Standard Specification for the Electrical Equipment and Installations for Mechanical Services Issue VIII December 1984.
- 2.5.5. SANS10142-1 Code of practice for the wiring of premises as published in Government Notice No. R.243 of 6 March 2009 or any updated revision of the standard, and
- 2.5.6. Standard Wiring Regulations, S.A.B.S. 0142

3. SPECIAL CONDITIONS OF CONTRACT

If any of the conditions set out below are not met, the bidder will be disqualified.

- 3.1. Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a **4 EB or higher** class of construction work, are eligible to have their tenders evaluated.
- 3.2. Bidders shall satisfy SASSA that the bidder is registered with the Department of Labour as an Electrical Contractor.
- 3.3. Bidders are supposed to provide the company experience in terms of the value and duration of completed projects in solar and electrical installations accompanied by supporting documents (completion certificate and or reference letter) **Company Experience (Annexure B)**
- 3.4. The bidders are supposed to submit proof of a Public Liability Insurance cover to the value of a minimum of R1 million.
- 3.5. Bidders must return a fully completed **Pricing Schedule (Annexure F)**.
- 3.6. Bidders must attend the compulsory briefing session.

4. BID REQUIREMENTS

Bidders' attention is drawn to the following bid requirements.

- 4.1. All prices tendered by the bidder for items in this document shall cover all actual costs and expenses that may be required in and for the execution of the work described and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the bid document.
- 4.2. The prices in this tender shall cover all costs for the execution of the work described in the **Technical Specifications (Annexure E)** and Bill of Quantities in the **Pricing Schedule (Annexure F)**
- 4.3. All prices quoted for items in this tender document by bidders who are VAT vendors

must be exclusive of Value Added Tax (VAT). VAT must be calculated and added to the total value of all the items in the Pricing Schedule as reflected in the Summary. The prices must be added to form a total bid price in the **Pricing Schedule (Annexure F)** which must then be transferred to **SBD 1** and **SBD 3.1**.

- 4.4. Bidders are supposed to meet the minimum threshold in local production and content as outlined on SBD 6.2 and provide a fully completed **Annexure C Local Content Declaration - Summary Schedule**.
- 4.5. Bidders must submit the following technical documents, manuals and warranties as required in the **Technical Specifications (Annexure E)**.
 - 4.5.1. The Bidder must submit specifications and warranties of the required Solar Panel.
 - 4.5.2. The bidder must submit specifications and warranties of the required inverters from the Original Equipment Manufacturer.
 - 4.5.3. The bidder must submit specifications and warranties of the required Lithium-Ion Batteries from the Original Equipment Manufacturer.
 - 4.5.4. These specifications and warranties must form part of the **Returnable Schedules (Annexure D)** to be submitted with the Tender.
 - 4.5.5. The bidders must submit a workmanship warranty for the entire installation that shall remain valid for a period of 12 months.
- 4.6. Bidders must provide proof of membership with a Solar Installation association that issues PV GreenCards.
- 4.7. Bidders are supposed to provide a Company Profile demonstrating capacity including CVs and their recognized electrical qualifications of Key Personnel that will indicate skills, attributes and competencies in all trades.
- 4.8. Bidders must provide proof of registration of its personnel with the Department of Labour as an electrician in any category.
- 4.9. Acceptance of this tender is subject to the condition that both the contracting firm/s and its personnel providing services must be cleared by the appropriate authorities to the level of confidential/ secret/ top secret. Obtaining a positive recommendation is the responsibility of the contracting firm concerned. If the principal contractor appoints a sub-contractor, the same provisions and measures will apply to the sub-contractor. Acceptance of the tender is also subject to the condition that the contractor will implement all such measures as the safe performance of the contract may require.

5. EVALUATION CRITERIA

The bid will be evaluated in phases as per the table below:

Phase 1	Phase 2	Phase 3	Phase 4
Mandatory Requirements	Administrative Compliance	Functionality	Price and Specific Goals

5.1. PHASE 1 - MANDATORY REQUIREMENTS

The following conditions apply to the bidders, and if any of the conditions are not met, the bid will be disqualified:-

	Mandatory Requirements
5.1.1.	<p>CIDB Registration Certificate/s (for all companies if a joint-venture)</p> <p>Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a 4 EB or higher class of construction work, are eligible to have their tenders evaluated.</p> <p>Joint ventures are eligible to submit tenders provided that:</p> <p>Every member of the joint venture is registered with the CIDB;</p> <p>The lead partner has a contractor grading designation in the 4 EB or higher class of construction work; or not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition status.</p> <p>The combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for 4 EB class of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.</p>

5.1.2.	The Bidder must submit a valid and certified copy (date not older than 6 months) of Certificate of Registration with the Department of Labour as an Electrical Contractor.
5.1.3.	Fully completed Company Experience – Annexure B
5.1.4.	Proof of a Public Liability Insurance cover to the value of a minimum of R1 million.
5.1.5.	Completed Pricing Schedule - Annexure F
5.1.6.	Attendance of a compulsory briefing session.

5.2. PHASE 2 - ADMINISTRATIVE COMPLIANCE

The bidder is required to submit the following administrative compliance documents:

- 5.2.1. Proof of registration on the Central Supplier Database (CSD) with National Treasury
- 5.2.2. Tax verification PIN and Tax compliant status on CSD
- 5.2.3. Fully completed, and where applicable, signed and dated Standard Bidding Document Forms (SBD 1, SBD 3.1, SBD 4, SBD 6.1, SBD 6.2).
- 5.2.4. Fully completed **Annexure C Local Content Declaration - Summary Schedule** meeting the minimum threshold in SBD 6.2.

Industry/sector/sub-sector	Minimum threshold for local content
Electrical and telecom cables	90%
Solar PV Components:	
• Laminated PV Modules	15%
• DC Combiner Boxes	65%
• Mounting Structure	90%
• Inverter	40%
Polyvinyl chloride (PVC) pipes	100%

- 5.2.5. Proof of membership with a Solar Installation association that issues PV GreenCards.
- 5.2.6. Specifications and warranties of the required Solar Panel.
- 5.2.7. Specifications and warranties of the required inverters from the Original Equipment Manufacturer.
- 5.2.8. Specifications and warranties of the required Lithium-Ion Batteries from the Original Equipment Manufacturer.
- 5.2.9. Fully completed **Returnable Schedules (Annexure D)**.

NB: Failure to comply with the above may disqualify the bid.

5.3. PHASE 3 - FUNCTIONALITY

Functionality will be used to test and establish the capability and ability of the bidder to deliver the required services.

5.3.1. Experience in Solar Installations and/or Electrical Works

5.3.2. Technical Expertise and Competency

The table below contains details of the evaluation criteria to be used to evaluate the bids and the weights of each functional criteria:

1 = Poor 2= Average 3= Good 4= Very Good 5= Excellent

Criteria:	Functionality criteria:	Weighting factor:																														
1	<p><u>Company Experience and Capability in Solar Installations and/or Electrical Works</u></p> <ul style="list-style-type: none"> Points will be awarded for experience in Solar Installations and/or Electrical Works. Company experience in terms of the values and years of completed projects in Annexure B. (Provide copies of completion certificates and or reference letters for each project completed) <p>1.1 The highest value of completed Solar Installations and/or Electrical project not older than 10 years = 15</p> <table> <tr> <td>R12 000 000 and Above</td><td>=</td><td>5</td></tr> <tr> <td>R9 000 000 to R11 999 999</td><td>=</td><td>4</td></tr> <tr> <td>R6 000 000 to R8 999 999</td><td>=</td><td>3</td></tr> <tr> <td>R3 000 000 to R5 999 999</td><td>=</td><td>2</td></tr> <tr> <td>R0 to R2 999 999</td><td>=</td><td>1</td></tr> </table> <p>1.2 The number of completed Solar Installations and/or Electrical projects in the last 10 years = 20</p> <table> <tr> <td>16 projects and more</td><td>=</td><td>5</td></tr> <tr> <td>12 to 15 projects</td><td>=</td><td>4</td></tr> <tr> <td>8 to 11 projects</td><td>=</td><td>3</td></tr> <tr> <td>4 to 7 projects</td><td>=</td><td>2</td></tr> <tr> <td>0 to 3 projects</td><td>=</td><td>1</td></tr> </table> <p>1.3 Company capability</p>	R12 000 000 and Above	=	5	R9 000 000 to R11 999 999	=	4	R6 000 000 to R8 999 999	=	3	R3 000 000 to R5 999 999	=	2	R0 to R2 999 999	=	1	16 projects and more	=	5	12 to 15 projects	=	4	8 to 11 projects	=	3	4 to 7 projects	=	2	0 to 3 projects	=	1	40
R12 000 000 and Above	=	5																														
R9 000 000 to R11 999 999	=	4																														
R6 000 000 to R8 999 999	=	3																														
R3 000 000 to R5 999 999	=	2																														
R0 to R2 999 999	=	1																														
16 projects and more	=	5																														
12 to 15 projects	=	4																														
8 to 11 projects	=	3																														
4 to 7 projects	=	2																														
0 to 3 projects	=	1																														

	<p>Membership to an association that issues a PV GreenCard = 5</p> <p>Yes = 5</p> <p>No membership = 1</p>	
2	<p>Technical Expertise and Competency</p> <p>The bidder must submit CV's accompanied by copies of recognized electrical qualifications of personnel who will be performing electrical related work.</p> <p>2.1 Qualifications</p> <p>Number of personnel with recognized electrical qualifications not below NQF Level 6. = 30</p> <p>9 and above = 5</p> <p>7 to 8 personnel = 4</p> <p>5 to 6 personnel = 3</p> <p>3 to 4 personnel = 2</p> <p>1 to 2 personnel = 1</p> <p>The bidder must submit certificates of registration of electricians registered with the Department of Labour.</p> <p>2.2 Personnel registration with the Department of Labour</p> <p>Number of personnel registered with the Department of Labour as electricians = 10</p> <p>13 and above = 5</p> <p>10 to 12 personnel = 4</p> <p>7 to 9 personnel = 3</p> <p>4 to 6 personnel = 2</p> <p>1 to 3 personnel = 1</p> <p>2.3 Personnel Experience in the solar installation and or electrical environment</p> <p>Experience of personnel who will be performing electrical related work with recognized electrical qualifications. = 20</p>	60

97 months and above	=	5	
73 to 96 months	=	4	
49 to 72 months	=	3	
25 to 48 months	=	2	
0 to 24 months	=	1	
Total			100

NB: Bidders who score less than 70 out of 100 points will be disqualified.

8.5. PHASE 5- PRICE AND SPECIFIC GOALS

Price and Specific Goals will be evaluated and awarded to the highest scoring bidder. The bid proposals shall be evaluated in accordance with the 80/20 principle. The evaluation shall be conducted as follows:

	Points
Price	80
Specific Goals	20
Total Points for Price and Specific Goals	100

POINTS AWARDED FOR SPECIFIC GOALS

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16
B-BBEE Status Level 1 - 2 contributor	14
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled	12
B-BBEE Status Level 3 - 4 contributor	8
B-BBEE Status Level 5 - 8 contributor	4

TOR'S FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND INSTALLATION OF ALTERNATIVE POWER SUPPLY IN VARIOUS OFFICES FOR THE SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) MPUMALANGA REGION

Others	0
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Note: In the event of a bidder claiming more than one specific goal category, SASSA will allocate points based on specific goal with the highest points. The highest points will be confirmed with the BBBEE Certificate/Sworn Affidavit submitted by bidder/CIPC, etc.

NB: Failure of a bidder to submit proof or document required in terms of this tender to claim points for Specific Goals with the tender, will be interpreted to mean that the preference points for Specific Goals are not claimed.

6. PRICE NEGOTIATION

The award of the tender may be subjected to price negotiation with the preferred tenderer/s.

7. BRIEFING SESSION

Compulsory briefing session will be held at the venue and time contained in the Invitation to Tender form.

8. PERIOD OF CONTRACT

The service is expected to be delivered by the 31 January 2025.

9. ENQUIRIES

Enquiries may be directed to:

For Technical enquiries

Mr. Dumisani Makhubela
(013) 754 9384
dumisanim@sassa.gov.za

For Administrative enquiries

Mr. Fausto Shabangu
(013) 754 9333
FaustoS@sassa.gov.za

Annexure A

(Location of Offices)

ANNEXURE A

LOCATION OF OFFICES		
SUPPLY AND INSTALLATION OF ALTERNATIVE POWER SUPPLY IN VARIOUS OFFICES FOR SASSA MPUMALANGA REGION		

NO.	NAME OF OFFICE	PHYSICAL ADDRESS
1.	Marapyane Service Office	Former Masekaseka Primary School Precinct, Marapyane
2.	Steve Tshwete Local Office	Mhluzi Thusong Centre, Mhluzi
3.	Mkobola Service Office	Mkobola Magistrate Offices, Kwaggafontein
4.	Thembisile Local Office	Building No: 3 Dr Solomon Mahlangu KwaMhlanga
5.	Mbibane Service Office	Mbibane Magistrates Offices, Mbibane
6.	Daantjie Service Office	Mpakeni Tribal Council, Daantjie
7.	Kabokweni Service Office	1212 Magistrate Offices Kabokweni
8.	Majika Service Office	Department of Social Development Offices, Majika
9.	Matsulu Service Office	Lomshiyo Traditional Council Offices, Thokoza Village, Matsulu
10.	Nkomazi (Tonga) Local Office	Magistrate Offices Tonga, Tonga Road, Nkomazi
11.	Elukwatini Local Office	Village Mall, Main Road Elukwatini
12.	Govan Mbeki Local Office	64 Solly Zwane Street, Evander
13.	Marite Service Office	Dept of Social Development Offices Marite
14.	Casteel Service Office	Casteel Thusong Centre, Casteel, Bushbuckridge

Annexure B

(Company Experience)



sassa
SOUTH AFRICAN SOLAR SERVICE ASSOCIATION

ANNEXURE B

COMPANY EXPERIENCE

SOLAR INSTALLATIONS AND/OR ELECTRICAL WORKS

NB: List projects not older than 10 years.

NB: SASSA has the right to confirm the details captured in this table. Any misrepresentation of information shall result in disqualifying the bid proposal. (In case more space is required bidders are allowed to make copies).

NB: Failure to submit this form will lead to disqualification.

Name of client / organization where contract is/was executed	Contract period		Specify Nature of services rendered (Solar/ Electrical, etc)	Contact persons and telephone numbers of your client		Total Cost of the Contract
	(Start Date) Day/Month/Ye ar	(End Date) Day/Month/ Year		Name	Contact	

Name of client / organization where contract is/was executed	Contract period		Specify Nature of services rendered (Solar/ Electrical, etc)	Contact persons and telephone numbers of your client		Total Cost of the Contract
	(Start Date) Day/Month/Ye ar	(End Date) Day/Month/ Year		Name	Contact	

Bidder's Full Names and

Surname: _____

Designation: _____

Signature: _____

Date: _____

ANNEXURE C

(Local Content Declaration – Summary
Schedule)

Annex C

Local Content Declaration - Summary Schedule

(C1) Tender No. _____

(C2) Tender description: _____

(C3) Designated product(s) _____

(C4) Tender Authority: _____

(C5) Tendering Entity name: _____

(C6) Tender Exchange Rate: Pula _____ EU _____ GBP _____

(C7) Specified local content % _____

Note: VAT to be excluded from all calculations

Calculation of local content							
Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)

Tender summary			
Tender Qty	Total tender value	Total exempted imported content	Total Imported content
(C16)	(C17)	(C18)	(C19)

Signature of tenderer from Annex B _____

Date: _____

(C20) Total tender value _____

(C21) Total Exempt imported content _____

(C22) Total Tender value net of exempt imported content _____

(C23) Total Imported content _____

(C24) Total local content _____

(C25) Average local content % of tender _____

Annexure D

(Returnable Schedules)

ANNEXURE D

RETURNABLE SCHEDULES

FOR THE APPOINTMENT OF SUPPLIERS FOR THE SUPPLY AND INSTALLATION
OF ALTERNATIVE POWER SUPPLY IN VARIOUS OFFICES FOR THE SOUTH
AFRICAN SOCIAL SECURITY AGENCY (SASSA) MPUMALANGA REGION

The Bidder is to list the equipment that he proposes to use for the project. A specification sheet shall be submitted together with the Bid.

Item	Description	Make	Warranty included Yes/No	Specs included Yes/No
1	Solar Panels			
2	Hybrid Pure Sine Wave Inverter			
3	Lithium Ion Battery			
4	Company Experience (Annexure B)	N/A	N/A	N/A
5	Technical Specifications (Annexure E)	N/A	N/A	N/A
6	Pricing Schedule (Annexure F)	N/A	N/A	N/A
7	Returnable Schedules (Annexure D)	N/A	N/A	N/A

Bidder's Full Names
and Surname: _____

Designation: _____

Signature: _____

Date: _____

Annexure E

(Technical Specifications)

ANNEXURE E

TECHNICAL SPECIFICATIONS

**FOR THE APPOINTMENT OF SUPPLIERS FOR THE SUPPLY AND INSTALLATION
OF ALTERNATIVE POWER SUPPLY IN VARIOUS OFFICES FOR THE SOUTH
AFRICAN SOCIAL SECURITY AGENCY (SASSA) MPUMALANGA REGION**

ANNEXURE E

TECHNICAL SPECIFICATIONS

FOR THE APPOINTMENT OF SUPPLIERS FOR THE SUPPLY AND INSTALLATION OF ALTERNATIVE POWER SUPPLY IN VARIOUS OFFICES FOR THE SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) MPUMALANGA REGION

The following Specifications summarize the requirements for the Supply and Installation of back-up power equipment as per SASSA requirements. The contractor shall also apply his expertise and knowledge of back-up power installations to produce a cost effective, sustainable, efficient and problem free installation. The specifications shall be read together with the Bill of Quantities (Pricing Schedule) forming part of this Bid document.

Any minor equipment and material that may not be specifically mentioned in the specifications but is required to make the system complete in every aspect in accordance with technical specification shall be deemed to have been covered under the scope of this specification and shall be provided by the bidder in the bid price.

1. Scope of Work.

The project entails the supply and installation of Solar PV backup power equipment as well installing Battery and Inverter solutions.

The scope of work also entails making changes to existing Electrical installations so as to incorporate the backup power solution.

The scope of work is summarized below:

- (i) Supply and install Sunsynk Hybrid Pure Sine Wave inverters (or equivalent) of different sizes depending on the demand per site.
- (ii) Supply and install Solar PV Panels on the roof. The panels proposed are 600W Canadian solar.
- (iii) Supply and install panel mounting equipment complete.
- (iv) Supply and install an Automatic changeover for the installation. Minimum rating is 63A DP or 4P.
- (v) Supply and installation Lithium-ion Batteries complete with the BMS and battery cabinet etc and all cabling and battery fuses and fuse box
- (vi) Supply and install Distribution boards (12Way, 8 Way or 4way)
- (vii) Supply and install 25mm galvanized conduits and any necessary cable containment.
- (viii) Supply a lightning protection for the Solar Panels and complete earthing.
- (ix) Convert existing Fluorescent fittings to fit LED tubes.
- (x) Supply and install new fittings complete with LED tubes in the SASSA offices where the installation is being done..

2. SYSTEM COMPONENTS

The Solar PV system will consist of the following equipment:

- (i) Required number of PV Modules.
- (ii) Efficient Hybrid Sunsynk Pure Sine Wave Inverters
- (iii) Lithium-ion back up batteries
- (iv) Roof Mounting structures
- (v) Solar PV Cables and Battery cables
- (vi) Inverter web based monitoring software and hardware
- (vii) Miscellaneous Items to include

- o Junction boxes and distribution boxes
- o Automatic changeover switches
- o Earthing components.
- o Lightning/Surge arrestors
- o Lightning Protection System
- o 25mm Galvanized conduits, pipes and accessories
- o GP wiring.

3. SOLAR PANEL MOUNTING STRUCTURE

- (i) The PV solar panels shall be mounted on the roof. The mounting structure must be engineered for wind resistance and safety as per geographical location of site.
- (ii) The entire mechanical structure consisting of rail and all necessary fixing brackets and other necessary items, shall be hot dipped galvanized and powder coated for longer life of the structure. Structure should be hot dip galvanized up to 90 microns.
- (iii) The Surface azimuth angle of PV Module shall be ascertained and the Tilt angle (slope) of PV Module should be according to the site location.
- (iv) Module should be fixed with the frame through SS bolts. The bolts should be tightened at the required angle.
- (v) The Nuts, Bolts & Washers for modules & Mounting structures must be stainless steel material with appropriate gauge.
- (vi) Shading shall be avoided all over the year (around) from 30 minutes after the sunrise to 30 minutes before sunset (For installation purpose only).
- (vii) To allow regular cleaning of the solar modules, they should be easily accessible for personnel (For installation purpose only).
- (viii) The installer must ensure that all holes made on the roof shall be water proofed. Should any water leak occur at any time within 15 years of the installation, the installer shall be liable for any damage caused by such a leak and shall remedy the situation at his own expense.

4. SOLAR PANEL

The recommended solar panels for the project are Canadian Panels (or equivalent). The Bidder shall submit specifications of the proposed Solar Panel if he chooses not to use the recommended one. All panels transported to site must be checked for cracks or any abnormality before installation. The agency reserves the right to inspect each solar panel prior to mounting it.

The solar panel specifications must be from the OEM and should meet the following specifications:

- (i) The provided PV Module should be of best quality available in market. The PV module should have over nineteen percent (19%) cell efficiency.
- (ii) The PV module(s) shall contain Mono crystalline (PERC) silicon solar cells.
- (iii) The PV module should be able to operate well with high-voltage input Inverters.
- (iv) The PV Panel must have clear anodized aluminum frame with Anti-reflection cover glass.
- (v) The power output of the module(s) under STC should be at optimum level (>40V).
- (vi) The open circuit voltage of the PV modules under STC must be mentioned.
- (vii) The terminal box on the module should have a provision for opening for replacing the cable, if required and it should be waterproof.
- (viii) The Solar Panel shall meet the requirement set in IEC 61215:2000, IEC61730, IEC TS 62941.

- (ix) A specification sheet containing the following details should be laminated on the module so as to be clearly visible from front/back side.
 - (a) Name of the manufacturer or distinctive logo.
 - (b) Model or Type No.
 - (c) Serial number
 - (d) Year of manufacturing
 - (e) Peak Watt Rating
 - (f) Voltage and Current at Peak Power
 - (g) Open Circuit Voltage
 - (h) Short Circuit Current
 - (i) Maximum input voltages

- (x) Limited performance guarantees: panel power, in standard conditions, should not be less than 90% of nominal power for first 10-years of operation and at least 80% for the 20 years of operation with 12-year product warranty and 25- year linear power warranty.
- (xi) Solar panel should be packed for safe transportation on untarred roads.

5. CABLES

Solar PV cables of adequate rating as per SANS standard shall be used for interconnection of:

- Modules/panels within any array
- Array & Hybrid Inverter
- Parallel connection of batteries and batteries to fuse box and inverter.
- AC cables from Circuit breakers and Automatic changeover and Distribution Boards.

- (i) The AC cables shall conform to SANS 10142-1-2 and other IEC Standards.
- (ii) External cables should be specifically adapted to outdoor exposure (see IEC 60811). Especially the outer insulation must be sunlight (UV)-resistant, weatherproof and designed for roof installation.
- (iii) The temperature resistance of all interconnecting wires and cables should be $> 75^{\circ}\text{C}$. The minimum acceptable cross-section of the wire in each of the following sub-circuits is as in ISO IEC prescription:
- (iv) Notwithstanding the ISO /IEC requirements, all wires must be sized accordingly to keep line voltage losses to less than 3% between PV generator and battery, less than 1% between battery and charge regulator, and less than 3% between battery and load, all of them at the maximum current conditions. (specifically for service providers)
- (v) All wiring shall be labeled with appropriated tags at each termination point.
- (vi) All supplied wires must be in UV-resistant conduits or be firmly fastened to the building and/or support structure. Cable binders, clamps and other fixing material must also be UV-resistant, preferably made of polyethylene.
- (vii) All connections should be properly terminated, soldered and/or sealed using MC4 connectors for outdoor and indoor elements.

6. INVERTERS

General

- (i) The DC power produced by Solar Panels is fed to inverter for conversion into AC. The Inverter should comply with IEC 61683/IS 61683 for efficiency and measurements.
- (ii) Hybrid Pure Sine Wave Inverters are required. The Inverters comprise of the following sizes depending on the site:
- (iii) 5kW, 8kW, 10kW and 15kW. The make of Inverters recommended for the project is the Sunsynk Hybrid Inverter or equivalent. The inverter must comply with the relevant Regulations and also meet the client requirements.
- (iv) By use of an Automatic Change over, the power between the Grid and Inverter will be transferred to the load during power failure and when power is restored.

6.1 Hybrid Pure Sine Wave Inverters

The prospective bidder shall submit specifications of the proposed inverters. The specifications shall be from the Original Equipment Manufacturer. These specifications shall form part of the Returnable Documents to be submitted with the Tender.

Below are some of the important features the inverters should have:

- (i) Hybrid inverter(s) (system configuration) shall incorporate battery back-up, should convert DC power produced by SPV modules into AC power and adjust the voltage & frequency levels to suit the local grid conditions
- (ii) Every inverter to be used on this project should have a Pure Sine Wave output.
- (iii) Inverter shall be equipped with array ground fault detection option.
- (iv) Surge Protection devices should be provided on DC and AC sides of the inverter.
- (v) The inverter control unit should be so designed so as to operate the PV system near its maximum Power Point (MPP), the operating point where the combined values of the current and voltage of the solar modules result in a maximum power output.
- (vi) The degree of protection of the outdoor inverter panel should be at least IP-65.
- (vii) The Specifications shall also include but not limited to the following:
 - Continuous output power rating (1.1 times for 60seconds)
 - Nominal AC output voltage and frequency
 - Accuracy of AC voltage control $\pm 1\%$
 - Accuracy of frequency control $\pm 0.5\%$
 - Grid Frequency Control range ± 3 Hz
 - Maximum Input DC Voltage range
 - MPPT Range DC
 - Ambient temperature -10 deg C to 55 deg C
 - Humidity 95 % non- condensing
 - Protection of Enclosure IP-65 (minimum)
 - Grid Voltage tolerance -20 % and + 15 %
 - Power factor control 0.95 inductive to 0.95 capacitive
 - No-load losses < 1% of rated power
 - Inverter efficiency (minimum) plus 97%
 - DC Input Voltage
 - DC Input current
 - AC Power output(kW)

The inverter must carry a 5 year warranty.

6.2 Operation Mode:

Night or sleep mode: where the Inverter is almost completely turned off, with just the timer and control system still in operation, losses shall be less than 2 W per 5 kW.

Standby mode: where the control system continuously monitors the output of the solar generator until pre-set value is exceeded (typically 10 W).

Operational of MPP tracking mode: the control system continuously adjusts the voltage of the generator to optimize the power available. The power conditioner should automatically re-enter standby mode input power reduces below the standby mode threshold. Front panel should provide display of status of the inverter.

(i) Power generated from the solar system during the daytime should be utilized fully by powering the essential office loads and feeding excess power to the non-essential loads connected to the same system as long as grid is available. The inverter should always give preference to the Solar Power and will use Grid power only when the Solar Power is insufficient to meet the essential load requirements. All these settings should be done on the Inverter.

(ii) The output of the hybrid inverter must match its AC output to the exact AC voltage and frequency of the grid.

(iii) Inverter should be equipped with array ground fault detection option.

(iv) The Hybrid Inverters should have anti-feedback features built in to avoid the following:

☐ feeding back into the Grid. This can be in the form of a Current Transformer that comes with the inverter, connected such that it senses the Grid failure and blocks any current flowing into the Grid.

7. BATTERIES

(i) Lithium-ion batteries of appropriate capacity with complete battery management system are required for this project.

(ii) The bidder shall provide full specifications from the OEM and may include but not limited to the following:

- o Charge/Discharge Efficiency
- o Self-Discharge

o The batteries must conform to the latest edition of SANS and IEC 62133 and/or IEC 61960 (whichever is applicable).

o The battery must ensure safe and reliable operation in the whole range of ambient temperatures from -10° C to + 50° C.

o The maximum permissible self-discharge rate is 5 percent of rated capacity per month at 25 C.

o Cycle life of the batteries must be greater than 6000 when discharged down to depth of discharge (DOD) of 80% percent discharge rate.

o The battery shall have the necessary warranties and M & O manuals.

o The performance guarantee shall cover at least 05 years.

8. INVERTER AND BATTERY INSTALLATION

8.1 Inverter installation

The Inverters shall be wall mounted. The Nuts and bolts to be used shall be as per the manufacturer's recommendations. The installation shall not be prone to minor seismic conditions which might drop it. The torque on the nuts shall be as recommended by the supplier. Such values shall be entered in the Handover manual.

The Inverter shall be mounted at height that will allow personnel to view the status of the inverter and any Faults recorded. The Batteries shall be mounted in a position that does not interfere with the inverter installation. 2 Batteries are recommended for each site. These will be connected in parallel. The type of batteries has been described above.

Dimension and weight of the inverter should be indicated by the bidder in the offer. All doors, covers, panels and cable exits shall have grommets or otherwise be designed to limit the entry of dust and moisture. All doors should be equipped with locks.

8.2. Battery installation

The batteries can be wall mounted or stackable. Where the battery is wall mounted, the nuts and bolts to be used shall be as per the manufacturer's recommendations. The installation shall not be prone to minor seismic conditions which might drop it. The torque on the nuts shall be as recommended by the supplier. Such values shall be entered in the Handover manual. Where the battery is floor mounted, it shall on an approved battery stand. It shall not be easily moved or tampered with by unauthorized personnel. All battery terminals shall be insulated or protected from any accidental contact with metal objects that might lead to short circuits.

9. WORKMANSHIP

The installation must have a workmanship warranty that will be valid for a period of 12 months.