



BID DOCUMENT

REQUEST FOR PROPOSAL FOR THE APPOINTMENT OF A SUITABLY QUALIFIED SERVICE PROVIDER TO DELIVER A TURNKEY DEVELOPMENT OF AN INTERIM OFFICE BLOCK UTILIZING CERTIFIED ALTERNATIVE BUILDING TECHNOLOGIES (ABTS) FOR THE XHARIEP DISTRICT OFFICE IN TROMPSBURG, FREE STATE

BID NUMBER: E3/2025/2026

CLOSING DATE: 19 September 2025

TIME: 11:00

VALIDITY PERIOD: 120 days

BRIEFING SESSIONS: No briefing session will be conducted.

CIDB REQUIREMENT: 6GB or higher

DOCUMENTS IN THE BID DOCUMENT PACK

The bid document consists out of THREE PARTS. All three parts of the bid documentation is saved separately and therefore bidders must ensure that they download Part 1, Part 2 and Part 3 of the bid document.

Bidders are to ensure that they have received all pages and parts of the bid document, which consist of the following documents:

PART ONE OF BID DOCUMENT:

SECTION 1

STANDARD BID DOCUMENT/FORMS:

- ❖ SBD 1: Invitation to Bid
- ❖ SBD 3.1: Price Schedule
- ❖ SBD 4: Declaration of Interest
- ❖ SBD 5: NIP declaration
- ❖ SBD 6.1: Preference points claim form i.t.o. Preferential Procurement Regulations 2022

SECTION 2

- ❖ Standard Conditions of Bid

SECTION 3

- ❖ Dividers for attachments
- ❖ Checklist
- ❖ General Conditions of Contract (GCC)

PART TWO OF BID DOCUMENT:

- ❖ Specification/Terms of Reference
- ❖ Details on what should be included per envelope:
 - Envelope 1 (Part A) : Compliance documentation that needs to be submitted.
 - Envelope 1 (Part B): Technical Proposal Submission
 - Envelope 1 (Part C):Functionality Response
 - Envelope 2 (Part A): Compliance documentation and documents needed to claim points.
 - Envelope 2 (Part B): Financial proposal details

PART THREE OF BID DOCUMENT:

- ❖ Special Requirements

- ❖ Functionality requirements with detailed point allocation

LIST OF RETURNABLE DOCUMENTS

THE BIDDER MUST COMPLETE THE FOLLOWING RETURNABLE DOCUMENTS:	SUBMIT BACK WITH:	
Bid Document Name	ENVELOPE 1	ENVELOPE 2
SBD 1: Invitation to Bid	X	
SBD 3.1: Pricing schedule		X
SBD 4: Declaration of Interest	X	
SBD 5: NIP declaration	X	
SBD 6.1: Preference Points Claim Form in terms of the PPR		X
Standard Bid Conditions	X	
ADDITIONAL DOCUMENTS TO BE ATTACHED:		
Documentation for evaluation on: <ul style="list-style-type: none"> • Functionality Criteria which includes • Technical Proposal submission 	X	
Documentation to claim points for Specific Goals		X
CIDB certificate	X	
Originally certified Agrément SA Certificate	X	
Other : CSD report, Certified copy of company registration certificate reflecting active members, ID documents	X	
Financial Proposal (detailed)		X

Name of Bidder	Signature	Date



SECTION 1

SBD 1

PART A INVITATION TO BID

(PUT IN ENVELOPE 1)

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	E3/2025/2026	CLOSING DATE:	19 SEPTEMBER 2025	CLOSING TIME:	11:00
DESCRIPTION:	REQUEST FOR PROPOSAL FOR THE APPOINTMENT OF A SUITABLY QUALIFIED SERVICE PROVIDER TO DELIVER A TURNKEY DEVELOPMENT OF AN INTERIM OFFICE BLOCK UTILIZING CERTIFIED ALTERNATIVE BUILDING TECHNOLOGIES (ABTS) FOR THE XHARIEP DISTRICT OFFICE IN TROMPSBURG, FREE STATE				
CIDB REQUIREMENT	6GB OR HIGHER				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
BID DOCUMENTS MAY BE COURIER TO OR DEPOSITED IN THE BID BOX SITUATED AT: N8 Gateway Office Park, Plot 22 C/O Rudolf Greyling & AW Louw Avenue Estoire, BLOEMFONTEIN, 9301 THE BID BOX IS ON THE OUTSIDE AND LEFT FROM THE DOORS AT ENTRANCE 3					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	K Rampai		CONTACT PERSON	N. Mangali	
TELEPHONE NUMBER	051-4041873		TELEPHONE NUMBER	051-4049272/063 889 3168	
E-MAIL ADDRESS	K.Rampai@fseducation.gov.za		E-MAIL ADDRESS	N.Mangali@fseducation.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.....
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES 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, 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."

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:

.....

SBD 3.1

(PUT IN ENVELOPE 2)

PRICING SCHEDULE – FIRM PRICES

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: E3/2025/2026
Closing Time 11H00 on 19 SEPTEMBER 2025	

OFFER TO BE VALID FOR **120 DAYS** FROM THE CLOSING DATE OF BID.

BID NUMBER	DESCRIPTION
E3/2025/2026	REQUEST FOR PROPOSAL FOR THE APPOINTMENT OF A SUITABLY QUALIFIED SERVICE PROVIDER TO DELIVER A TURNKEY DEVELOPMENT OF AN INTERIM OFFICE BLOCK UTILIZING CERTIFIED ALTERNATIVE BUILDING TECHNOLOGIES (ABTS) FOR THE XHARIEP DISTRICT OFFICE IN TROMPSBURG, FREE STATE
PRICE	TOTAL PRICE CORRESPONDING WITH PRICE ON FINANCIAL PROPOSAL: R _____ SUBMIT DETAILED FINANCIAL PROPOSAL TOGETHER WITH THIS FORM (SBD 3.1) AS PART OF ENVELOPE 2.

Does offer comply with specification?

 YES/NO (Make an x on your answer)

If not to specification, indicate deviation(s)

.....

.....

Is price Firm for contract period

 YES/NO (Make an x on your answer)

Delivery basis (all delivery costs **must** be included in the bid price)

.....

SBD 4

(PUT IN ENVELOPE 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

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.

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;
- 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

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.

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

(PUT IN ENVELOPE 1)

This document must be signed and submitted together with your bid

THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME

INTRODUCTION

The National Industrial Participation (NIP) Programme, which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.

1 PILLARS OF THE PROGRAMME

- 1.1 The NIP obligation is benchmarked on the imported content of the contract. Any contract having an imported content equal to or exceeding US\$ 10 million or other currency equivalent to US\$ 10 million will have a NIP obligation. This threshold of US\$ 10 million can be reached as follows:
- (a) Any single contract with imported content exceeding US\$10 million.
or
 - (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a 2 year period which in total exceeds US\$10 million.
or
 - (c) A contract with a renewable option clause, where should the option be exercised the total value of the imported content will exceed US\$10 million.
or
 - (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$ 3 million worth of goods, works or services to the same government institution, which in total over a two (2) year period exceeds US\$10 million.
- 1.2 The NIP obligation applicable to suppliers in respect of sub-paragraphs 1.1 (a) to 1.1 (c) above will amount to 30 % of the imported content whilst suppliers in respect of paragraph 1.1 (d) shall incur 30% of the total NIP obligation on a *pro-rata* basis.
- 1.3 To satisfy the NIP obligation, the DTI would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners or suppliers.
- 1.4 A period of seven years has been identified as the time frame within which to discharge the obligation.

2 REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY

- 2.1 In order to ensure effective implementation of the programme, successful bidders (contractors) are required to, immediately after the award of a contract that is in excess of **R10 million** (ten million Rands), submit details of such a contract to the DTI for reporting purposes.
- 2.2 The purpose for reporting details of contracts in excess of the amount of R10 million (ten million Rands) is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in paragraphs 1.1.(b) to 1.1. (d) above.

3 BID SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF BIDDERS AND SUCCESSFUL BIDDERS (CONTRACTORS)

- 3.1 Bidders are required to sign and submit this Standard Bidding Document (SBD 5) together with the bid on the closing date and time.
- 3.2 In order to accommodate multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in sub-paragraphs 1.1 (b) to 1.1 (d) above and to enable the DTI in determining the NIP obligation, successful bidders (contractors) are required, immediately after being officially notified about any successful bid with a value in excess of R10 million (ten million Rands), to contact and furnish the DTI with the following information:
- Bid / contract number.
 - Description of the goods, works or services.
 - Date on which the contract was accepted.
 - Name, address and contact details of the government institution.
 - Value of the contract.
 - Imported content of the contract, if possible.
- 3.8 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr Elias Malapane within five (5) working days after award of the contract. Mr Malapane may be contacted on telephone (012) 394 1401, facsimile (012) 394 2401 or e-mail at Elias@thedti.gov.za for further details about the programme.

4 PROCESS TO SATISFY THE NIP OBLIGATION

- 4.1 Once the successful bidder (contractor) has made contact with and furnished the DTI with the information required, the following steps will be followed:
- a. the contractor and the DTI will determine the NIP obligation;
 - b. the contractor and the DTI will sign the NIP obligation agreement;
 - c. the contractor will submit a performance guarantee to the DTI;
 - d. the contractor will submit a business concept for consideration and approval by the DTI;
 - e. upon approval of the business concept by the DTI, the contractor will submit detailed business plans outlining the business concepts;
 - f. the contractor will implement the business plans; and



- g. the contractor will submit bi-annual progress reports on approved plans to the DTI.

4.2 The NIP obligation agreement is between the DTI and the successful bidder (contractor) and, therefore, does not involve the purchasing institution.

Bid number Closing date:.....

Name of bidder.....

Postal address

.....

Signature.....

Name (in print).....

Date.....

SBD 6.1

(PUT IN ENVELOPE 2)

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:

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

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:

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

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

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

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
HDI: Race: <u>Black owned</u>	Maximum 5 points (1%-25% black owned= 1 point 26%-50% black owned= 3 points 51% and more black owned = 5 points)	
Gender: <u>Women owned</u>	Maximum 5 points (1%-25% women owned= 1 point 26%-50% women owned= 3 points 51% and more women owned = 5 points)	
The promotion of <u>SMMEs</u>	5 points	
The promotion of enterprises located in the Free State province for work to be done or services to be rendered in that province: <u>Free State based</u>	5 points	
TOTAL POINTS	20 POINTS	

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;
 - (a) 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 –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:



SECTION 2

(PUT IN ENVELOPE 1)

STANDARD BID CONDITIONS

1. PRICES: SBD 3.1 AND FINANCIAL PROPOSAL:

- 1.1 Bid E3/2025/2026 is a Two-Envelope bid. The Technical Proposal (envelope 1) and the Financial Proposal (envelope 2) should be submitted in two separate sealed envelopes and then preferably enclosed together in an outer single envelope.
- 1.2 The second envelope with the Financial Proposal will only be opened and evaluated if the Technical Proposal (Envelope 1) complies with all the requirements and conditions.
- 1.3 The Financial Proposal and the SBD 3.1 as well as the documentation to claim points for Specific goals (SBD 6.1 and documentary proof) should be submitted in Envelope 2.
- 1.4 **Both Envelope 1 and Envelope 2** should be **clearly marked** with the Envelope number (envelope 1/envelope 2), the Bid Number, the bidder's name and the closing date.
- 1.5 Bid prices **must** be all inclusive and no additional and hidden cost will be paid for e.g. delivery, VAT, etc.
- 1.6 Grand total of bid price **must** be indicated on the relevant **SBD 3.1 form**. The grand total price on the SBD 3.1 form must correspond with the total price as indicated in the Financial Proposal.
- 1.7 Service provider must ensure correct calculations as the department will not take responsibility for incorrect prices.
- 1.8 Should funds no longer be available to pay for the execution of the services, the Free State Department of Education may terminate this Agreement in its own discretion or temporarily suspend all or part of the services by notice to the SERVICE PROVIDER who shall immediately make arrangements to stop the performance of the services and minimize further expenditure: Provided that the SERVICE PROVIDER shall thereupon be entitled to payment in full for the services delivered, up to the date of cancellation or suspension.

2. COMPLETION AND SUBMITTING OF BID DOCUMENT

A. STANDARD BID DOCUMENTATION FORMS (SBD) TO BE COMPLETED AND SIGNED

- 2.1 **SBD 1:**
The **SBD 1** (Bid Invitation Form) to be completed in full and signed.
- 2.2 **SBD 4:**
The declaration of interest form (SBD 4) to be completed at all times (if applicable or not) and signed by the bidder. The service providers must declare any relationship with any person employed by the Department as contemplated in the SBD 4.
- 2.3 **SBD 5:**
The National Industrial Participation Programme (SBD 5) should be completed in cases where it is applicable.
- 2.4 **SBD 6.1:**
The Preference Point Claim form in terms of the Preferential Procurement Regulations 2022: Should be completed and signed by service provider if points are claimed. Failure to do so will result in zero points.

B. CORRECTION FLUID AND CORRECTIONS TO SBD FORMS AND PRICES

- 2.5 Correction fluid (e.g. Tippex) must not be used in bid documents in order to correct mistakes. **Uses of correction fluid (tippex) in the bid document and on the prices are not acceptable and will invalidate your bid.**
- 2.6 Where a bidder wishes to correct a mistake, a single line must be drawn through it and the bidder must place his/her signature and date next to the correction, so that the original entry is still visible and legible.
- 2.7 In the case of alterations/corrections a full signature must be attached above, next to or below the said alteration or correction

C. BID FORMS

- 2.8 The bid forms should not be redrafted.
- 2.9 Only the bid documents issued by the Department of Education Free State must be used.
- 2.10 Bid documents to be completed in full.
- 2.11 Bidders shall check the numbers of the pages and satisfy themselves that none are missing, duplicated or misprinted. No liability shall be accepted in regard to claims arising from the fact that pages are missing, duplicated or misprinted.

D. SUBMITTING OF BID DOCUMENTATION

- 2.12 Unless specifically provided for in the bid document, no bid transmitted by telegram, telex, facsimile or similar apparatus shall be considered.
- 2.13 The bid must be submitted in a **sealed envelope** before the closing date and time and deposited in the bid-box at:

**Department of Education
Acquisition Management Sub-Directorate
N8 Gateway Office Park
Plot 22
C/O Rudolf Greyling & AW Louw Avenue
Estoire
BLOEMFONTEIN
9301**

THE BID BOX IS ON THE OUTSIDE AND LEFT FROM THE DOORS IN ENTRANCE 3

The bid number and closing date must be clearly indicated on the sealed envelope.

- 2.14 Bidders must ensure that bids are delivered timeously to the **correct address**.
- 2.15 Companies must ensure that their bid documentation is thoroughly binded. The Department cannot be held responsible for missing pages if your document is not binded.
- 2.16 Bidders must take note that it is a two envelope bid. Both envelopes must be clearly marked with the bid number and the name of the company.

3. LATE BIDS

Bids received after the closing date and time, at the address indicated in the bid document, will not be

accepted for consideration and where practicable, be returned unopened to the bidder.

4. NO BRIEFING SESSION WILL BE CONDUCTED.

5. FUNCTIONALITY

The Department reserves the right to request a presentation should the need arise for this bid.

Functionality Evaluation criteria and details of documentation to be submitted is outlined in the functionality criteria document.

****A bidder who scored less than 70 OUT OF 100 POINTS on the total functionality points will automatically be disqualified.**

6. EVALUATION ON PRICE AND PREFERENCE (80/20 preference point system)

- 6.1 Bids will be evaluated in terms of the new Preferential Procurement Regulation, 2022 Regulation 3.1 (a) and (b).

Preferential Procurement Regulation, 2022 Regulation 3.2 (a) further stipulates the following:

“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. “

The following formula will be used to calculate the points for price:

$$P_s = 80/90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

- 6.2 Points will be allocated to a Bidder for specific goals as stipulated in the SBD 6.1 form.
- 6.3 Bidders are required to complete the preference claim form (SBD 6.1), and submit the proof as required for specific goals.
- 6.4 Only Bidders who have completed and signed SBD 6.1 **AND** who submitted the relevant proof for specific goals will be considered for preference points.
- 6.5 Failure on the part of the tenderer to submit proof of documentation required in terms of the tender to claim points for specific goals with the tender will be interpreted to mean that preference points for specific goals are not claimed and will therefore be allocated zero points.
- 6.6 **Criteria for breaking deadlock in scoring:** If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals. If two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.

7. SPECIFIC GOALS

Where points are claimed for specific goals the **SBD 6.1 form should be completed and signed** and the following documentation should be attached as proof that bidder qualify for the points for specific goals:

The specific goals allocated points in terms of this tender	Number of points allocated	Documentary evidence to claim the points for specific goals
HDI: Race: Black owned	Maximum 5 points (1%-25% black owned= 1 point 26%-50% black owned= 3 points 51% and more black owned = 5 points)	Valid and original/originally certified copy of SANAS accredited BBBEE certificate or valid and original/originally certified copy of sworn affidavit.
Gender: Women	Maximum 5 points 1%-25% women owned= 1 point 26%-50% women owned= 3 points 51% and more women owned = 5 points)	Valid and original/originally certified copy of SANAS accredited BBBEE certificate or valid and original/originally certified copy of sworn affidavit.
The promotion of SMMEs	5 points	Valid and original/originally certified copy of SANAS accredited BBBEE certificate or valid and original/originally certified copy of sworn affidavit (EME and QSE)
The promotion of enterprises located in the Free State province for work to be done or services to be rendered in that province: Locality: Free State based	5 points	Municipal/water/electricity account of the bidder's premises: <ul style="list-style-type: none"> The account must be in the bidders' name/Directors' name/s. The account should not be older than 3 months. <p style="text-align: center;">Or</p> <p style="text-align: center;">SIGNED Lease agreement:</p> <p>In case of lease agreement, the following should be submitted with the lease agreement:</p> <ul style="list-style-type: none"> Originally certified copies of invoices (from Lessor) for the last three consecutive months; and Proof of Payments (from the Lessee) for the last three (3) consecutive months as proof that the landlord has been paid by the tenant.
TOTAL POINTS:	20	

8. JOINT VENTURES AND CONSORTIA

For this RFP the Free State Department of Education has taken a considered decision NOT to prioritise or encourage Joint Ventures (JVs) or consortia.

Bidders are therefore advised to submit proposals in their individual legal capacity, fully assuming all contractual, financial and technical obligations as a single entity.

9. PAYMENT TO SUPPLIERS

Payments will be handled as prescribed by the PFMA and will normally be effected within 30 days of receipt of all the required documentation, which should be correct in every respect.

10. LEGISLATION / LAWS

Bidders must comply with the provisions of Labour Legislation as well as any other relevant legislation or legal requirement.

11. VALIDITY PERIOD OF BID

The period for which offers are to remain valid and binding (in order for the Department to finalize it), is indicated in the bid documents **(120 DAYS)** and is calculated from the closing time on the understanding that offers are to remain in force and binding until the close of business on the last day of the period calculated and if this day falls on a Saturday, Sunday or public holiday, the bid is to remain valid and binding until the close of business on the following working day.

12. QUANTITIES

Where quantities are specified in the bid documents the Department cannot guarantee that they will be ordered as such, as it depends on Departmental needs and availability of funds. The Department is not liable for any damages the contractor might suffer for not ordering specific quantities. Where quantities are specified, "as required" the quantities will be ordered as and when needed.

13. SPECIFICATION – BIDDERS RESPONSE

Where a specification provides for the bidders response to the different points of specification, the form must be properly completed. Where items deviate from the requirement, the deviation must be indicated.

14. QUALIFICATIONS OF BIDDERS

- 14.1 The Accounting Officer does not bind himself/herself to accept either the offer scoring the highest point or any bid and reserves the right to accept or cancel the bid which he/she deems to be in the best interest of the Department even if it implies a waiver by the Accounting Officer of certain bid requirements which the Accounting Officer considers to be of minor importance and not complied with by a bidder.
- 14.2 The department **will disqualify** any bid from a bidder whose **name appears on the national list of restricted bidders/suppliers/persons**.
- 14.3 The department may terminate the contract in whole or in part if the supplier and/or representatives of the department, in the judgement of the department, committed or have engaged in corrupt or fraudulent practices during the bidding process or the execution of that contract that benefited that supplier.
- 14.4 The Department reserves the right to allocate a bid to different service providers to ensure the empowering of as many companies as possible.
- 14.5 The department reserves the right to use other companies (bidders) in the event when the appointed bidder is defaulting to render the required service.

15. COMPLIANCE TO CONTRACT

- 15.1 The Department may monitor compliance to the contract after adjudication of the bid that include, but need not be limited to, site inspections and the request for documentary proof of compliance with the PFMA and relevant legislation.
- 15.2 Where services are rendered, which involves minimum wages for employees in terms of the sectoral wage determination, the Department reserves the right to request copies of payslips of employees during the period of the contract.

16. JOB CREATION

16.1 The bid aims to meet the needs of the Department, while also contributing to, amongst other, economic development and job creation.

16.1.1 Indicate how many additional permanent staff members will be employed as a result of winning the bid:

16.1.2 Indicate how many temporary staff members will be employed as a result of winning the bid:

16.1.3 Indicate whether the service of Free State Citizens will be utilized:

YES ☐ NO ☐ [TICK APPLICABLE BOX]

17. CENTRAL SUPPLIER DATABASE (COMPULSORY)

Please note that bidders should be registered on the Central Supplier Database.

18. LOCAL CONTENT

Service providers are being encouraged to make use of local production and local content.

19. MAXIMUM DELIVERY PERIOD

As indicated in specification.

20. PENALTIES

If detected that a preference had been obtained on a fraudulent basis or any specified goals are not attained in the performance of the contract, an organ of state may:

- Recover all costs, losses or damages resulting from the above-mentioned contract.
- Cancel the contract and claim damages.
- Impose a financial penalty, more severe than the theoretical financial preference associated with the claim which was made.
- Restrict the contractor, its shareholders and directors from obtaining business from any organ of state for a period not exceeding 10 years.

21. SUCCESSFUL BIDDERS

- The successful bidder/s will be obliged to sign a contract with the Department.
- Companies that are awarded bids must ensure that the income tax number and VAT number (where applicable) are indicated on the Invoice.

**22. AWARDING CONTRACTS TO GOVERNMENT OFFICIALS IS NOT ALLOWED
**A GOVERNMENT EMPLOYEE MAY NOT HAVE A BUSINESS INTEREST IN ANY ENTITY
CONDUCTING BUSINESS WITH THE PROVINCIAL GOVERNMENT.****

In accordance with Treasury Instruction Note 17 of 2012, an employee of the Free State Provincial Government or a provincial public entity may not have a business interest in any entity conducting business with the Provincial Government.

According to the Public Service Regulations, 2016, an employee may not do business with any organ of state.

The Provincial Government may not award any tender or enter into any contract with an employee in the employment of the State.

All bids received contrary to Treasury Instruction Note 17 of 2012 and the Public Service Regulations, 2016 (Regulation 13) shall be disqualified.

23. VALID TAX MATTERS

It is a condition that the Tax matters of the successful bidder/s are in order at time of awarding.

24. SUPPLIER DUE DILIGENCE

The State reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period and this may include pre-announced/non announced site visits. During the due diligence process the information submitted by the bidder will be verified and any misrepresentation thereof may disqualify the bid in whole or parts thereof.

25. DECLARATIONS

A bidder must declare that:

- Information provided is true and correct.
- The signatory to the bid document is duly authorized.
- Documentary proof regarding any bid issue will, when required, be submitted to the satisfaction of the State.

26. THE BIDDER MUST COMPLETE THE FOLLOWING:

This is to certify that the above standard conditions have been read and the bidder undertakes to comply herewith for the full duration of the contract/bid. It is further accepted that any deviation from the bid conditions, requirements and specifications as well as false information provided on any form/document may result in the termination of contract prior to expiry.

I _____ in my capacity as _____ of
_____(Company), hereby certifies that I take note and accept the
above-mentioned Standard Conditions, Special Conditions of the Contract and the General
Conditions of a Contract. I further declare that the information submitted is correct.

SIGNATURE

Contact person of company: _____

Tel. of company: (____)_____

Fax of company: (____)_____



SECTION 3



SPECIFIC GOALS

(PUT IN ENVELOPE 2)

ATTACH:

1) Proof of HDI status: Black owned by submitting:

- Valid and original/original certified copy of accredited **BBBEE certificate** or valid and original/original certified copy of **sworn affidavit**.

2) Gender: Women ownership: Submit the following:

- Valid and original/original certified copy of accredited **BBBEE certificate** or valid and original/original certified copy of **sworn affidavit**.

3) Promotion of SMME's: Submit the following:

- Valid and original/original certified copy of accredited **BBBEE certificate** or valid and original/original certified copy of **sworn affidavit**. (Level 1 and 2 only) (EME or QSE)

4) Proof of Free State based company by submitting:

- **Municipal/water/electricity account of the bidder's premises:**
 - The account must be in the bidders' name/Directors' name/s.
 - The account should not be older than 3 months.

Or

- **SIGNED Lease agreement:**

In case of lease agreement, the following should be submitted with the lease agreement:

- Certified copies of invoices (from Lessor) for the last three (3) consecutive months.

AND

- Proof of Payments (from the Lessee) for the last three (3) consecutive months as proof that the landlord has been paid by the tenant.



ATTACH:

(PUT IN ENVELOPE 1)

1) CERTIFIED COPY OF COMPANY REGISTRATION CERTIFICATE REFLECTING ACTIVE MEMBERS

**(CK1/CK2)/TRUST DEED/PTY LTD MEMORANDUM OF
INCORPORATION/
CERTIFICATE OF INCORPORATION/ PARTNERSHIP AGREEMENT
ETC.**

2) ID DOCUMENTS OF DIRECTORS



ATTACH:

(PUT IN ENVELOPE 1)

CSD PRINTOUT

REPORT



ATTACH:

(PUT IN ENVELOPE 1)

PROOF OF

RELEVANT CIDB

GRADING (6GB OR

HIGHER)



ATTACH:

(PUT IN ENVELOPE 1)

ANNEXURE A:

ORIGINALLY

CERTIFIED

AGRÉMENT SA

CERTIFICATE



(PUT IN ENVELOPE 1)

FUNCTIONALITY

ATTACH:

ANNEXURE B:

TECHNICAL PROPOSAL
SUBMISSION



(PUT IN ENVELOPE 1)

FUNCTIONALITY

ATTACH:

ANNEXURE C1:

**SIGNED APPOINTMENT
LETTERS/**

PURCHASE

**ORDERS/CONTRACTUAL
AGREEMENTS**

(Ensure that the letter comply with criteria)



(PUT IN ENVELOPE 1)

FUNCTIONALITY

ATTACH:

ANNEXURE C2:

COMPLETION

CERTIFICATES

CORRESPONDING WITH THE

APPOINTMENT

LETTERS/PURCHASE

ORDERS/CONTRACTUAL

AGREEMENTS



(PUT IN ENVELOPE 1)

FUNCTIONALITY

ATTACH:

ANNEXURE D1:

ORGANOGRAM



(PUT IN ENVELOPE 1)

FUNCTIONALITY

ATTACH:

ANNEXURE D2:

CVs AND PROFESSIONAL

REGISTRATION OF

PROFESSIONAL TEAM



(PUT IN ENVELOPE 1)

FUNCTIONALITY

ATTACH:

ANNEXURE E:

**SIGNED FINANCIAL STATEMENTS
PREPARED BY A REGISTERED
ACCOUNTANT OR REGISTERED
CHARTERED ACCOUNTANT**

Or

**AGREEMENT LETTER FROM
REGISTERED CREDIT PROVIDER**



(PUT IN ENVELOPE 2)

ATTACH: FINANCIAL PROPOSAL (Envelope 2)

CHECK LIST:			
SUMMARY OF FORMS TO BE COMPLETED AND REQUIREMENTS			
PLEASE ENSURE THAT YOU SIGN AND COMPLETE THE FOLLOWING DOCUMENTS AND SUBMIT THE HARD COPIES THEREOF TOGETHER WITH YOUR SUPPORTING DOCUMENTS BEFORE OR ON THE CLOSING OF THE BID:			
SBD FORM	DESCRIPTION	TO BE COMPLETED BY	COMMENTS ON COMPLIANCE BY SERVICE PROVIDER
STANDARDIZED BID FORMS			
SBD 1 (Envelope 1)	Invitation to bid	To be completed and signed by the service provider.	
SBD 4 (Envelope 1)	Declaration of interest	To be completed and signed by the service provider.	
SBD 5 (Envelope 1)	The Naional Industrical Participation Programme	To be completed and signed by the service provider	
SBD 6.1 (Envelope 2)	Preference points claim form	To be completed and signed by the service provider in order to claim points	
SBD 3.1/Financial Proposal (Envelope 2)	Pricing schedule Prices will be firm for the full duration of the period	Service Provider must: <ul style="list-style-type: none"> • Include the total price that correspond with the total price of the detailed financial proposal. • Ensure that you indicate on the SBD 3.1 form if your prices are firm. • Indicate if offer comply with specification . 	
PLEASE ENSURE THE SUBMITTING OF THE FOLLOWING DOCUMENT:			
CSD REPORT (Envelope 1)			
Ensure that it is attached.			
FUNCTIONALITY SUPPORTING DOCUMENTS (Envelope 1)			
Ensure that all documentation to evaluate functionality criteria is attached which also includes the technical proposal.			
SPECIFICATION/TERMS OF REFERENCE/SPECIAL CONDITIONS (Envelope 1)			
Ensure that all documentation as requested is attached.			
SPECIFIC GOALS (Envelope 2)			
Ensure that all documentation to claim points for specific goals is attached.			
CIDB PRINTOUT REPORT (Envelope 1)			
Ensure that CIDB printout is attached.			
AGRÉMENT SA REFLECTING THE REQUIRED SYSTEM CLASSIFICATION (Envelope 1)			
Ensure that originally certified copy of Agrément SA certificate is attached.			
FINANCIAL PROPOSAL (Envelope 2)			
Please ensure that you attach a complete financial proposal.			



GENERAL CONDITIONS OF CONTRACT IS APPLICABLE

www.treasury.gov.za

<http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/General%20Conditions%20of%20Contract.pdf>