



REQUEST FOR PROPOSAL

RFQ NO 89/2023

You are hereby invited to submit proposal/ price quotation for:

**ONCE-OFF MANUFACTURE, SUPPLY AND DELIVERY OF TWO (2) 11KV
RING MAIN UNIT (RMU) TO TSITSIKAMMA NATIONAL PARK (STORMS RIVER
MOUTH) OF GARDEN ROUTE**

Bid Number	RFQ 89/2023
Advert Date	14 November 2023
Issuer	Garden Route National Park
Closing date and time	Wednesday, 29 November 2023 Time: 11:00am
Bid Document Submission Address:	<u>GRNP.RFQS@sanparks.org</u>
For Attention:	GRNP Quotations
Contact details	021 741 2054
Bid Validity Period	90 days

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS				
BID NUMBER:	RFQ 89/2023	CLOSING DATE:	29 NOVEMBER 2023	CLOSING TIME: 11:00am
DESCRIPTION	ONCE-OFF SUPPLY AND DELIVERY OF TWO 11KV RING MAIN UNIT (RMU) TO TSITSIKAMMA NATIONAL PARK (STORMS RIVER MOUTH) IN GARDEN ROUTE			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	Sindisiwe Ngongoma		CONTACT PERSON	Siyanda Myataza
TELEPHONE NUMBER	021 741 1207		TELEPHONE NUMBER	021-741-2054
E-MAIL ADDRESS	sindisiwe.ngongoma@sanparks.org		E-MAIL ADDRESS	siyanda.myataza@sanparks.org
SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NR				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:	MAAA

B-BBEE LEVEL VERIFICATION CERTIFICATE	STATUS	TICK APPLICABLE BOX]	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX]
		<input type="checkbox"/> Yes		<input type="checkbox"/> Yes
		<input type="checkbox"/> No		<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]

<p>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>[IF YES ENCLOSE PROOF]</p>	<p>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>[IF YES, ANSWER PART B:3]</p>
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?

☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐ YES ☐ NO

IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B

TERMS AND CONDITIONS FOR BIDDING

BID SUBMISSION:

BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED

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.

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7) AND/OR AN SLA.

TAX COMPLIANCE REQUIREMENTS

BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

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.

APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

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:

1. PURPOSE

The purpose of this exercise is to appoint a legible service provider for **ONCE-OFF MANUFACTURE, SUPPLY AND DELIVERY OF TWO 11KV RING MAIN UNITS TO TSITSIKAMMA NATIONAL PARK (STORMS RIVER MOUTH) IN GARDEN ROUTE.**

2. BACKGROUND

South African National Parks (SANParks) is a public entity functioning under *National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003)*; with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the *Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999)*, and it is listed as *Schedule 3 Part A: 25 public entities*. SANParks' operations are totally guided by its vision statement and mission statement. As a public entity, the organisation is committed to act in pursuance of transformation of South Africa's society in support of entrenching South Africa's democracy. In this regard, the organisation has adopted a transformation mission to guide its efforts accordingly.

3. SCOPE OF WORK

The Scope of work forming the basis of the Tender will include the fabrication, FAT (allow for attendance by engineer), supply, delivery to site, offloading:

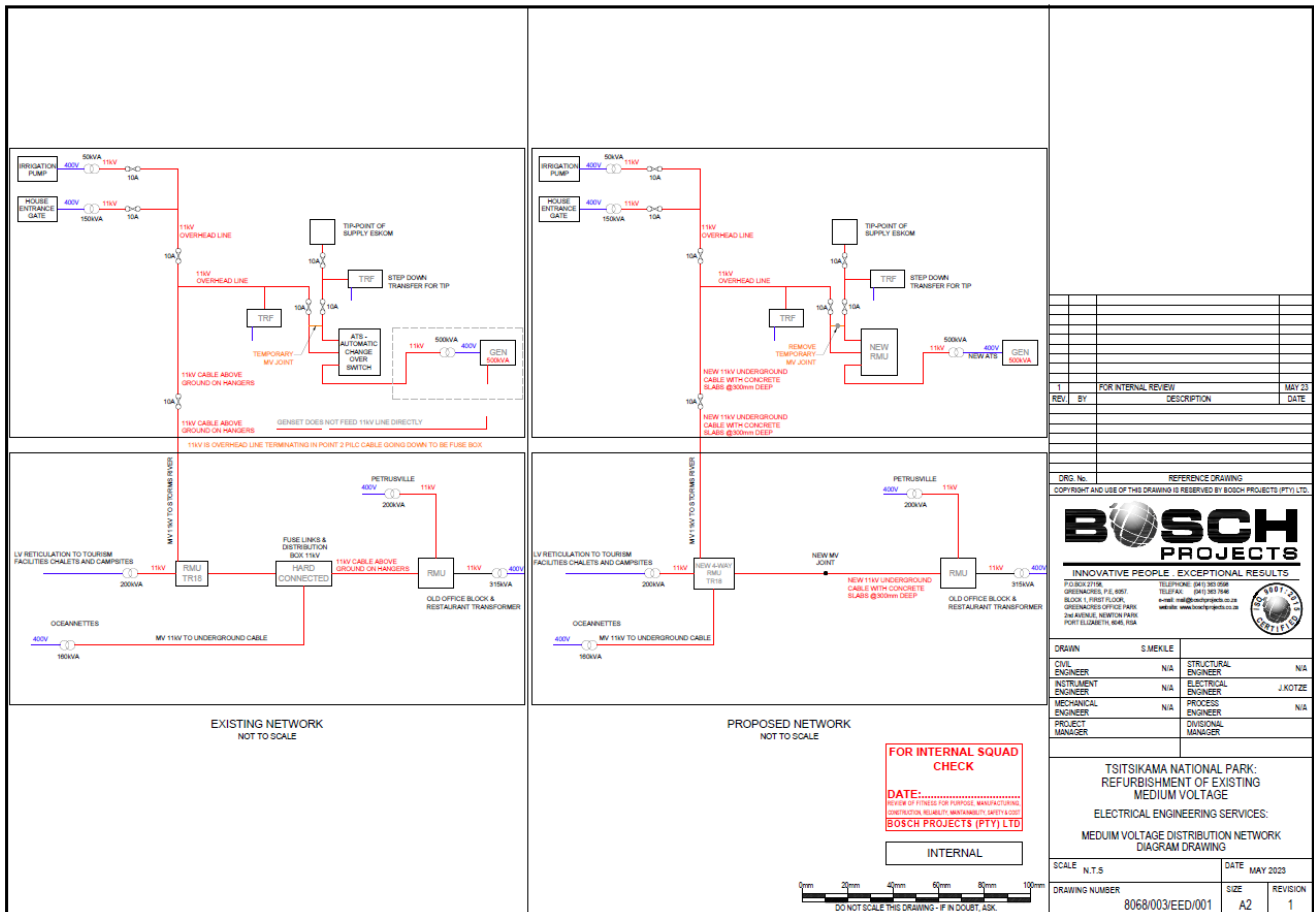
- a) 11 kV Ring Main Unit (RMU) complete with 1 x 630 A incomer circuit breaker and 3 x 200 A transformer feeder circuit breakers.
- b) 11 kV Ring Main Unit (RMU) complete with 1 x 630 A incomer circuit breaker and 3 x 200 A transformer feeder circuit breakers.
- c) Circuit Breakers to be fitted with auxiliary powered Micom P122 protection relays
- d) Stand-alone 110 V DC Battery Tripping Unit to supply auxiliary powered relays
- e) PM8000 Power Quality meter to be installed on the incomer
- f) Incomer to fitted with VRU 1 VT to be installed in the cable compartment
- g) RMU circuit breaker switching pedant with 10m long lead
- h) 11 kV C-Bushing screened terminations into the new 11 kV RMU
- i) 11 kV standard terminations on the feeder circuit breaker and in the transformer cable termination boxes

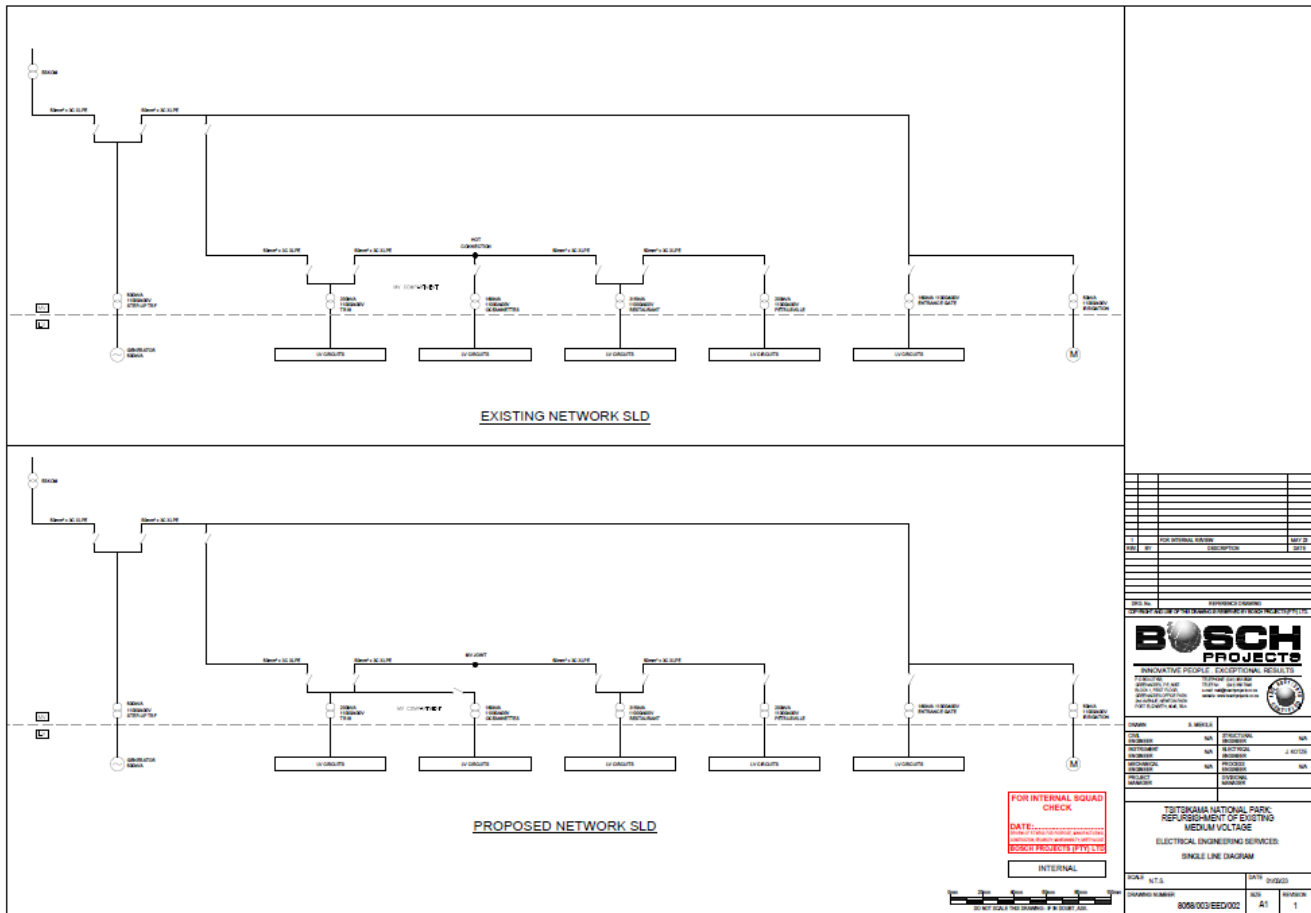
4. SCOPE OF INCLUSIONS

Included in the above Scope of Work is the following:

- a) Submission of shop detail drawings for approval by the Project Manager.
- b) Submission of procurement, manufacturing and delivery program.
- c) Packing, shipping and offloading of all components of equipment to/on site.
- d) Submission of a manufacturing quality control plan (in accordance with ISO 9000).
- e) All inspections and testing as required by the appointed inspection authority and including all necessary testing equipment for the FAT.

LAYOUT DRAWINGS (AVAILABLE AS ATTACHEMENTS AS WELL)





5. SITE INFORMATION

- The Tsitsikamma National Park is situated in the Eastern Cape. The entrance to the Main Rest Camp is situated off the N2 road, between Plettenberg Bay and Humansdorp.
- Nearest Domestic Airport: George Airport (Western Side) and Port Elizabeth (Eastern Side)
- Design ambient temperature: 40 degrees Celsius.
- Coastal Conditions Apply
- Electrical supply at site is 50 Hz, 3-phase:
 - The MV system being 11 kV between phases.
 - The LV system 400 V between phases with earthed neutral.
 - Single phase LV supplies are 230 V, with earthed neutral.
 - 11 kV 3 Phase Fault Level – 10.63 kA (max).
 - 11 kV Phase-Ground Fault Level – 2 kA.
 - Lightning Impulse withstand – 95 kV.
 - Power Frequency withstand – 28 kV.

6. TERMINAL POINTS

- a) The outgoing terminals on the overhead feeder circuit breaker;
- b) The 11 kV terminals of the 2 x 200Kva; 1 x 160 kVA and 500 kVA transformer.

7. CODES OF PRACTICE

The Machinery and Occupational Health Safety Act (Act 85 of 1993) – South Africa

SANS 10064	:	Code of Practice for Preparation of Steel
SANS 10111	:	Code of Practice for Electrical Drawings
IEC 60204	:	Safety of Machinery

8. ELECTRICAL SPECIFICATIONS

IEC 62271	:	High Voltage Switchgear and Control gear
SANS 780	:	Distribution Transformers
SANS 1091	:	SA National Colour standards for paint
IEC 60255	:	Electrical relays
SANS 61312	:	Protection against lightning and electromagnetic impulse
SANS/IEC 60529	:	Degrees of protection provided by enclosures (IP Code)
SANS/IEC 62305	:	Protection against Lightning
IEC 60060	:	HV test techniques
SANS 1339	:	Electric cables - Cross linked polyethylene (XLPE) insulated cables for rated voltages 3,8/6,6 kV to 19/33 kV
SANS 10142	:	Wiring of Premises (Part 1 and 2)
SANS 10199	:	The design and installation of earth electrodes
SANS 10292	:	Earthing of LV distribution systems
SANS 725	:	IEEE guide for safety in AC substation grounding
IEC 61460-1	:	Composite string insulators units for O/H lines >1 kV
IEC 60071	:	Insulation Co-Ordination

9. GENERAL

All awarded contractors to ensure documentation submitted remains valid up until the time of the completion of the contract.

10. INDUCTION PROCESS

In order to have access to the Site, the Contractor must have a safety document/file with the relevant information:

- a) Safety specification.
- b) Signed contract.
- c) Letter of agreement.
- d) Register of PPE per employee.
- e) Register of all tools brought to site.
- f) Register of all portable electrical equipment.
- g) Register of all lifting equipment.

11. DESIGN SPECIFICATIONS

11.1 Design Criteria

The equipment sizes supplied shall not be less than those shown on the **attached drawings**. The Contractor shall however be responsible for the performance of the equipment and shall verify and confirm the size selection. If the Contractor is not in agreement with the selection, alternative sizes shall be offered with full justification for the change.

The information supplied in this Specification in the form of data, drawings and descriptions, etc., is intended to serve as a guide to the requirements of the Employer with respect to the design and operation of the installations. The Contractor shall either concur with each proposal or preference or submit alternative proposals for consideration. The acceptance of the information in this Contract shall in no way relieve the Contractor of its responsibilities in terms of the design and engineering performance of the installations.

The following design and detail drawings shall be the responsibility of the Contractor:

- a) Detailed equipment design and manufacturing drawings for electrical panels.
- b) RMU detail design drawings.

11.2 11 kV Compact Modular Switchgear

The new 11 kV switchgear to be installed in the existing 11 kV substation shall be the compact Modular switchgear type. The new panel shall replace the outdated oil

filled switchgear installed in the existing substations. The panel shall consist of four circuit breaker panels one 630 A incoming breaker and three 200 A transformer feeder circuit breakers. The panel shall comply to the following specifications.

Make of Switchgear	Schneider Premset/ ABB or Actom
Busbar Rated Current	630 A
Rated Voltage	17.5 kV
Short Circuit Withstand	25 kA for 3 sec
Rated Making Capacity (circuit breaker and earth switch)	62 kA
Internal Arc Classification	IAC A-FLR 25 kA for 1 sec
Lightning Impulse Withstand	95 kV
Power Frequency Withstand	28 kV
Partition Class	PM (1)
Loss of Service Continuity Category	LSC2 (2) (3)
Insulation Medium	Vacuum
Circuit Breaker Current Rating	630 A (Incomer) 200 A (Transformer Feeders)
Circuit Breaker Operator mechanism	Motorized
No-load mechanical endurance of circuit breaker	M1 – 2000 operations
Electrical Endurance of circuit breakers	E2 – 25 kA
No-load mechanical endurance of earth switch	M0 – 1000 operations
Electrical Endurance of earth switch	E2 – 5 operations
Switchgear design	Extendable
Manufacturing standard	IEC 62271
Manufactured Colour	RAL 7035
Degree of Protection (IP)	HV-live parts IP4X, LV compartments IP2X
Gas Exhaust Dissipation	Upwards exhaust, gas releases inside room
Auxiliary powered	Yes, 110 VDC
Auxiliary contacts	2 NO & 2 NC
Cable Termination position	Rear bottom connection
Maximum ambient operating temperature	40deg C
Protection Relay	Auxiliary Powered Micom P122
Power Quality Recorder	PM 8000 (on the incomer only)
Current Transformers	1 A Secondary Protection Class – 5P20 (Incomer and Feeders) Metering Class – 0.2 (Incomer) CSH 120 CT – Transformer Feeders
Voltage Transformers	VRU 1 VT (Incomer cable compartment) Protection Class – 3P

	Metering Class – 0.2
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The switchgear shall come complete with 110 VDC auxiliary powered Micom P122 protection relays. The 110 VDC power supply shall be from a stand-alone battery tripping unit, sufficiently sized to provide standby power to the new switchgear with sufficient capacity for an additional 1 to 2 circuit breakers to be added in the future.

The switchgear shall have the facility to switch (Open and Close) via a pendant switch, allowing the operator to be able to switch the circuit breakers standing outside the substation room. The pendant shall be supplied with the panel and shall have a minimum cord length of 10 meters.

Test blocks shall be fitted for access to the CT and VT secondaries, the test blocks shall be PK2 type test blocks.

11.3 MV Cabling

All cables to be terminated into the new panels shall be by means of C-Bushing screened elbow type trifurcating terminations, where the individual cores shall enter the panel through the gland plate and the cable crutch shall be external to the panel.

All new MV feeder cables shall comply with the following specifications.

Conductor size	50 mm ² - Incomer 50, 35 and 25 mm ² - Transformer Feeders
Conductor material	Stranded plain annealed copper
Number of cores	3-core
Voltage grade	6.35kV/11kV
Insulation	XLPE
Bedding	PVC
Armouring	SWA for 3 Core Cables
Screen	Copper Tape
Sheath	PVC (UV retardant)
Colour	Black

Terminals shall be properly sized. Drilling of lugs to suit the terminal size will not be accepted.

The Contractor shall supply all cable termination kits as per the manufacturer's specifications, glands, screened elbow connectors, suitable tinned torque sheer lugs,

bolts, nuts and washers for the cables sizes as indicated in cables schedules. All glands shall be IP65 type cable glands.

All cables shall be marked at both ends by means of non-corroding metal bands with punched or embossed numbers.

Where cables enter or exit floors or walls, the opening allowed for the cable shall be sealed with pyro-coating flame proof seal. Where cables enter floors through sleeves in the floor, the sleeve shall be filled with flame proof expansion foam. All unused sleeves on completion shall be filled. All cables shall be coated in intumescent paint. The cable trench opening between the Municipality substation and the RCL Foods MV substation shall be sealed off to prevent the fire from transferring from the one substation to the other. The sealing off of all cable openings shall be done by certified installers.

No cable joints shall be accepted.

Cable tests shall be done in accordance with SANS standards and specifications. All tests shall be recorded and documented, a test certificate shall be provided for each cable test.

12. TESTS

12.1 OFF Site Tests

The required Tests on Completion consist of the following:

- a) Pre-Commissioning Tests.
- b) Cold Commissioning Tests.
- c) Hot Commissioning Tests.

The Contractor shall be responsible for all aspects of pre-commissioning and plant commissioning activities.

In order to achieve this successfully, the Contractor shall fulfil requirements that include, but are not necessarily limited to, the following:

- Appointment of an appropriately skilled and experienced Commissioning Manager immediately after the Contract is awarded.

- Development of a commissioning plan early in the project that is fully integrated with the construction plan and the overall project programme. This plan should be submitted to the Engineer for approval.
- Implementation of formal handover procedures and documentation from construction to commissioning.
- Implementation of commissioning procedures for approval by the Engineer.
- Implementation of training requirements.
- The contractor to allow for all travelling and accommodation costs related to the engineers cost pertaining the FAT.

12.2 Pre-Commissioning Tests

The Contractor shall carry out all Pre-Commissioning Tests on all equipment supplied and installed by the Contractor in this Plant. These tests shall include appropriate inspections and functional tests to demonstrate that the Plant items can be operated safely and at their design performance specification during the commissioning test.

12.3 Cold Commissioning Tests

The Cold-commissioning Tests shall be carried in the presence of the Engineer. The Contractor shall give the Engineer a minimum of seven days' written notice of his readiness to carry out the Cold-commissioning Tests.

The Tests shall include the Contractor demonstrating to the Engineer that all Plant systems particular to the Pre-commissioning Tests operate in accordance with the Employer's Requirements, design requirements, and specifications.

All operating and maintenance manuals and drawings shall be issued to the Employer prior to the Cold-commissioning Tests. For the purpose of these tests, these documents may be in final draft form.

- An Electrical Certificate of Compliance shall be issued to the Engineer after successful completion of Cold Commissioning.
- A Take-Over Certificate shall be issued by the Engineer after successful completion of Cold Commissioning.

12.4 Hot Commissioning Tests

After Cold Commissioning and Take-Over the equipment shall be handed over to the Employer for operation and the Contractor shall be present to assist with any commissioning tests on the Works as required by the Employer.

Inter alia, these tests include the following:

- The Contractor shall carry out, simulated operational tests, and any tests required by the Employer/Engineer that cannot be carried out before the Cold Commissioning Test to demonstrate unit operation.
- Tests shall be carried out by the Contractor to demonstrate that the Plant can be operated continuously at the design rate, with all the plant equipment and systems running together safely, reliably and according to specification.

13. FINISHING

The Contractor, on completion of project implementation, shall leave the site and demarcated lay-down areas in a clean and tidy condition, and in the event of damage to any other party's property will be held responsible for re-establishing same to their prior condition.

14. PRICING SCHEDULE:

Item	Description	Qty.	Rate	Amount
1	Manufacture, Supply and delivery of 11KV _a Ring Main Unit as per above specification (4-way)	1		
2	Manufacture, Supply and delivery of 11KV _a Ring Main Unit as per above specification (3-way)	1		
3	Delivery cost			
			VAT 15%	
			SUB-TOTAL	

15. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

- SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.
- As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

16. MINIMUM REQUIREMENTS COMPLIANCE RESPONSIVENESS CRITERIA (*Compliance to legislative and treasury requirements*)

In this phase all responses received will be verified for compliance and completeness of the submitted proposal per the below set of mandatory requirements.

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the original or certified B-BBEE Status Level Verification Certificate or original B-BBEE Sworn Affidavit,
- Proof of registration with National Treasury Central Supplier Database (CSD).
- Submission of General Condition of a Contract (successful bidder).

17. EVALUATION CRITERIA AND WEIGHTING

The **RFP** stipulated that the responses to be evaluated using the 80/20 preference points system in accordance with the PPPFA guidelines. Based on this system the points will be allocated as follows:

Criteria	Points
Price	80
Participation Goals/BEE	20
Total	100

18. EVALUATION FORMULA FOR PRICE

The following formula will be applied to calculate the scores:

Price Formula

The following PPPFA formula was used to evaluate the price proposals submitted by bidders, this formula was used because price was the only criterion that was scored i.e. the whole 80 points were allocated to price.

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

Ps = Points scored for price of the bid under consideration.

Pt = Rand value of bid under consideration.

Pmin = Rand value of lowest acceptable bid

19. FINANCIAL PAYMENT

Payment will be made in accordance to the PFMA (within 30 days of receipt of valid invoice).

20. FINAL AWARD

Bidder who complies with the specifications and scores highest total points on PRICE and B-BBEE claimed points shall be awarded the contract. SANParks reserves the right to:

- Award the contract in full or partially
- Award to more than one bidder, and/or
- Not to award
- Re-advertise should the minimum of three written quotations not be received
- Not to award to a bidder scoring the highest points
- Not to award to a bidder who has previously under-performed/ failed to honour a purchase order

ANNEXURE A – STANDARD BIDDING DOCUMENTS

SBD 4

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.

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.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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.

- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

SBD 6.1: 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);

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.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest acceptable tender will be used to determine the accurate system once tenders are received.

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:

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = 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:

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

Where

P_s = Points scored for price of tender under consideration

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
 - (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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Exempted Micro Enterprises;	10 points	
Qualifying Small Enterprises;	10 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;
- 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:
