

## REQUEST FOR QUOTATIONS

<b>GOODS</b>	<b>X</b>
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<b>SERVICES</b>	<b>X</b>
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DESCRIPTION:	APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE FLEET MAINTENANCE FOR A PERIOD 12 MONTHS AT SARAO HARTEBEESTHOEK RADIO ASTRONOMY OBSERVATORY SITE IN GAUTENG		
RFQ NUMBER:	SARAO HART 009-2026-27		
CLOSING DATE AND TIME:	13 May 2026 Time 11:00AM		
QUOTATIONS TO BE SUBMITTED TO:	<a href="mailto:radzilani@sarao.ac.za">radzilani@sarao.ac.za</a>		
PREFERENCE POINTS SYSTEM:	80/20		
<b>DELIVERY INFORMATION</b>			
LOCATION:	Farm 502JQ, Hartebeesthoek, Broederstroom Road Krugersdorp District, 1739		
<b>Enquiries relating to bidding procedures may be directed to:</b>		<b>Technical enquiries may be directed to:</b>	
<b>Contact person:</b>	Radzilani Rabuma	<b>Contact person:</b>	Lawrence Nzula
<b>E-Mail address:</b>	<a href="mailto:rrabuma@sarao.ac.za">rrabuma@sarao.ac.za</a>	<b>E-Mail address:</b>	<a href="mailto:lnzula@sarao.ac.za">lnzula@sarao.ac.za</a>
<b>Telephone No:</b>	012 301 3213	<b>Telephone No:</b>	012 301 3223

<b>SUPPLIER INFORMATION</b>					
<b>Name of Bidder Name:</b>					
<b>Street Address:</b>					
<b>Telephone Number</b>					
Code		Number			
<b>Cell Phone Number</b>					
Code		Number			
<b>Facsimile Number</b>					
Code		Number			
<b>E-Mail Address</b>					
<b>VAT Registration Number</b>					
<b>Tax Compliance Status</b>	Tax Compliance System PIN		<b>OR</b>	Central Supplier Database No.	MAAA
<b>B-BBEE Status Level Verification Certificate</b>	Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>B-BBEE Status Level Sworn Affidavit</b>	Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE status level verification certificate/sworn affidavit (for EMEs &amp; QSEs) must be submitted in order to qualify for preference points for B-BBEE – also refer to the SBD 6.1]</b>					
<b>Are you the accredited representative in South Africa for the goods/services/works offered?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes enclose proof]		<b>Are you a foreign-based supplier for the goods/services/works offered?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, answer the questionnaire below]	
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).					

## 1. INTRODUCTION TO SARAO

The South African Radio Astronomy Observatory (SARAO) spearheads South Africa's activities in the Square Kilometre Array Radio Telescope, commonly known as the SKA, in engineering, science and construction. SARAO is a National Facility managed by the National Research Foundation and incorporates radio astronomy instruments and programmes such as the MeerKAT and KAT-7 telescopes in the Karoo, the Hartebeesthoek Radio Astronomy Observatory (HartRAO) in Gauteng, the African Very Long Baseline Interferometry (AVN) programme in nine African countries as well as the associated human capital development and commercialisation endeavours.

## 2. SUPPLY SPECIFICATIONS

SARAO invites the submission of quotations for the appointment of a service provider to provide fleet maintenance for a period of 12 Months at Hartrao in Gauteng

**Fleet maintenance requirements are as follows:**

ITEM NUMBER	Fleet maintenance for period of 12 month	YES/NO
1	<b>Fleet maintenance for minor, major repairs, tyres replacements and minor panelbeating repairs</b>	
1.1	Vehicle repairs/service labour	
1.2	Tyre replacement	
1.4	Tyre wheel balancing	
1.5	Tyre puncture repairs	
1.6	Vehicle wheel alignment	
1.7	Vehicle towing	
1.8	Minor panel beating	
NB	NB: <ul style="list-style-type: none"> <li>● <b>As part of due diligence, no supplier will be appointed before verification</b></li> <li>● <b>List of vehicles will be provided upon appointment</b></li> <li>● <b>Price for Spare parts replacement will be confirmed by the End user to determine market relation before acceptance of the quote for any purchase</b></li> </ul>	

	<b>FUNCTIONALITY REQUIREMENTS</b>	<b>YES/NO</b>
1	RMI APPROVED – Provide a valid certificate	
2	Insurance approved Workshop/services	
3	<b>WORKSHOP MUST BE WITHIN 60 KILOMETRES TO SARAO HARTEBEESTHOEK (Farm502JQ, Hartebeesthoek, Broederstroom, Road Krugersdorp District,1739</b>	
4	Supplier must be able to provide truck towing services – Provide truck service	
5	The service provider must provide pool car if repairs take more than ten working days	
6	The service provider should have a team of qualified mechanics. Provide qualification of at least two mechanics.	
7	Min 5 years in the motor vehicle industry	

**Performance levels**

	<b>How performance level will be measured</b>	<b>Penalty</b>
<b>Minor service should perform with 48 hours of receiving the vehicle.</b>	<b>No returns for vehicle after repairs</b>	<b>Pool car should be provided, failure to that SARAO will deduct 2% per day of the total invoice</b>
<b>Major services should be performed within 5 working days</b>	<b>No returns for vehicle after repairs</b>	<b>Pool car should be provided, failure to that SARAO will deduct 2% per day of the total invoice</b>
<b>Towing response time should be within an hour after request.</b>	<b>Towing provided as pacified time</b>	<b>Failure to respond on time SARAO will contact the nearest towing supplier and the appointed bidder will be liable for the cost.</b>
<b>Service as per the manufacturer specifications.</b>	<b>No returns for vehicle after repairs</b>	<b>The appointed bidder will be liable for any damage due to poor workmanship.</b>

### 3. EVALUATION PROCESS

The RFQ will be evaluated in the following three phases:

<b>Phase 1:</b>	Administrative compliance / submission of all returnable documents and completion of all returnable schedules
<b>Phase 2:</b>	Compliance with functionality criteria
<b>Phase 3:</b>	Price and BBBEE evaluation

#### Phase 1 – Administrative Compliance

All returnable documents marked mandatory ('M'), must be completed or submitted by service providers in order to proceed to be evaluated further in Phase 2.

Returnable Document/ Schedule	Page Reference	Mandatory (M) / Optional (O)
Signed SBD 1 form	Page 2	<b>M</b>
Signed and completed SBD 3.1 form (pricing schedule)	Page 6-7	<b>M</b>
Signed and completed SBD 4 form	Page 8-9	<b>M</b> (=> R2 000)
Signed and completed SBD 6.1 form	Page 10-12	<b>M</b> (=>2 000)
Original or certified BBBEE certificate, or sworn affidavit detailing annual turnover, in the case of EMEs and QSEs		<b>O</b> (preference points will not be allocated if not submitted)
Declaration Certificate for local Production and Content	Choose an item.	Choose an item.
CIDB requirement ( If applicable)	Choose an item.	Choose an item.

## Phase 2 – Functionality Criteria

Service providers must meet the functionality requirements listed below. Service providers that fail to achieve a “GO” for each functionality requirement will not be considered for further evaluation.

No.	Functionality requirement	How this will be evaluated	GO / NO GO
1.	RMI APPROVED – Provide a valid certificate	- Proof of Certificate	
2.	Insurance approved Workshop/services	- Proof of approval	
3.	Workshop must be within 60 KILOMETRES to SARAO Hartebeesthoek	- Proof of Workshop Location	
4.	Supplier must be able to provide truck towing services – Provide truck service	- Proof of Towing truck/Vehicle registration or SLA with a Towing Company	
5.	The service provider must provide pool car if repairs take more than ten working days	-Proof of pool car/ Vehicle registration or SLA	
6.	The service provider should have a team of qualified mechanics. Provide qualification of at least two mechanics.	- Proof of mechanic qualification	
7.	Min 5 years in the motor vehicle industry	- Company registration	
<p><b>NB: As part of due diligence, no supplier will be appointed before verification/Due diligence</b></p>			

No.	Technical revaluation	How this will be evaluated	Points	Scoring
1.	RMI APPROVED – Provide a valid certificate	Certificate	20	Scoring 0 no certificate 20 certificates provided
2.	Supplier must be able to provide truck towing services – Provide truck service	Vehicle registration certificate OR SLA with towing company	10	Scoring 0 no vehicle registration OR SLA 10 Vehicle registration OR SLA provided
3.	The service provider should have a team of qualified petrol OR diesel mechanics. Provide qualification of of petrol or diesel mechanic	Proof of Certificate	10	Scoring 0 no certificate 5 only petrol or Diesel mechanic 10 Both Petrol and Diesel mechanic
4	The service provider must provide pool car if repairs takes more than ten working days	Vehicle registration certificate	10	Scoring 0 no vehicle registration 10 vehicles registration provided
6	Electronic data base (vehicle history)	Site verification	10	Scoring 0 no data-based capacity 10 data-based capacity
7	The workshop should have the following equipment (vehicle lifting equipment's, press brake machine, Compressor, professional mechanical toolbox, engine crane & ;	Site verification	30	Scoring 0 no equipment as per list 10 only workshop 20 workshops with vehicle lifting equipment,

	electronic diagnosis machinery Housekeeping will be inspected as per H&S and environmentally standards			professional mechanical toolbox <b>25</b> workshops with equipment no house keeping <b>30</b> all equipment and house keeping
8	SLA with tyre fitment centre	SLA	5	Scoring 0 no SLA  5 SLA provided
9	SLA with panel beater	SLA	5	Scoring 0 no SLA 5 SLA provided

### Phase 3 – Price and BBBEE Status Level Scoring

The RFQ will be evaluated on the 80/20 preference points system

## 4. PRICING SCHEDULE – PURCHASES (SBD 3.1)

**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**

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID.

Respondents are requested to complete the pricing schedule below in response to this Scope of Work. If the respondent feels there are any additional items that should be priced but were not included as part of the original scope of work, please include them in a separate pricing schedule.

ITEM NO.	DESCRIPTION	QUANTITY	Unit Price	TOTAL
1.1	Vehicle repairs/service labour rate normal hours	1	R	R
1.2	Vehicle repairs/service labour rate after hours	1	R	R
1.3	Tyre replacement labour rate	1	R	R
1.4	Tyre wheel balancing	1	R	R
1.5	Tyre puncture repairs	1	R	R
1.6	Vehicle wheel alignment	1	R	R
1.7	Vehicle towing per kilometre	1	R	R
1.8	Minor panel beating work rate per hour	1	R	R
<b>SUB-TOTAL</b>				R
<b>VAT (15%)</b>				R
<b>TOTAL PRICE</b>				R

## 5. BIDDING CONDITIONS FOR THIS RFQ

The following conditions will apply to this request for quotations:

- 1) Price(s) quoted must be valid for at least (60) days from date of your offer.
- 2) Price(s) quoted must be inclusive of VAT, if applicable.
- 3) The bidder is required to submit:
  - a) proof of B-BBEE Status Level of contributor, to claim points as per SBD 6.1
  - b) An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as per SBD 6.1
  - c) A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points. As per SBD 6.1
- 4) **No award will be made to a service provider who is not registered on CSD.** To register <https://secure.csd.gov.za/>.
- 5) Quotations equal to above R 2000 (VAT included) must be accompanied by the relevant SBD documentation as per section 3 of this document for Quotations duly completed.
- 6) The successful provider will be the one scoring the highest points in the event of the lowest bid being higher than R 2000. (vat inclusive).
- 7) For goods/ services below R 2000 the successful bidder will be one with cheapest acceptable quotation.
- 8) SARAO reserves the right to withdraw any invitation to quote and/or to re-advertise or to accept a part of it. SARAO does not bind itself to accepting the lowest quotation.
- 9) This request for quotations is subject to the National Treasury general conditions of contract (GCC) and, if applicable, any other special conditions of contract.
- 10) **Payment terms is within 30 days from date of receipt of invoice and when goods have been delivered. (No Pre- Payment allowed).**
- 11) **Where supplier terms and conditions are different from SARAO set terms and conditions**

**SBD4  
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 interest<sup>1</sup> 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 institution	State

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:

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<sup>1</sup> 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.

.....  
.....

2.3 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 consortium<sup>2</sup> 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.

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<sup>2</sup> 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.  
Page | 12 South African Radio Astronomy Observatory (SARAO), Address: Farm 502 JQ, Hartebeesthoek, Broederstroom Road, Krugersdorp District, 1739, Tel: [+27 \(0\) 12 301 3100](tel:+270123013100)

**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 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); and

**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/highest 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:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 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 PREFERENCE POINT SYSTEMS

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

##### 80/20

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

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 points is allocated for price on the following basis:

##### 80/20

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

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:

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

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

**SPECIFIC GOALS (80/20)**

B-BBEE Status Level of Contributor	1	2	3	4	5	6	7	8	Non-compliant contributor 0
Contributor Number of Points for Preference (80/20) between R2000 and R50m	20	18	14	12	8	6	4	2	
Points Claimed (Supplier to complete)									

**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.2. Name \_\_\_\_\_ of company/firm.....

4.3. Company \_\_\_\_\_ registration \_\_\_\_\_ number: \_\_\_\_\_

4.4. 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]

4.5. 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.

.....	
<b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....

## SBD 7.1 - CONTRACT FORM – PURCHASE OF GOODS/WORKS

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.**

### PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution) ..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....	<table border="1"> <tr> <td colspan="2">WITNESSES</td> </tr> <tr> <td>1 .....</td> <td></td> </tr> <tr> <td>2 .....</td> <td></td> </tr> <tr> <td>DATE: .....</td> <td></td> </tr> </table>	WITNESSES		1 .....		2 .....		DATE: .....	
WITNESSES									
1 .....									
2 .....									
DATE: .....									
CAPACITY .....									
SIGNATURE .....									
NAME OF FIRM .....									
DATE .....									

## GENERAL CONDITIONS OF CONTRACT

The National Treasury General Conditions of Contract shall govern the contractual relationship between SARAO and the successful bidder. The contract is not attached, however is accessible on SARAO's website - <http://www.sarao.ac.za/tenders/procurement-documents>

## BID SIGNATURE (SBD 1)

I, the bidder, warrant by signature as having read and accepted each page in this document including any annexures attached to this document. I undertake to supply all or any of the goods, works, and services described in this procurement invitation to SARAO in accordance with the conditions requirements and specifications stipulated in this bid document at the price/s quoted. I confirm that I have satisfied myself as to the correctness and validity of my offer/bid in response to this invitation, covering all my obligations and I accept that any mistakes regarding price(s), rate(s), and calculations are at my own risk.

My offer remains binding upon me and open for acceptance by SARAO during the validity period indicated and calculated from the closing time of bid invitation. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this document as the principal liable for the due fulfilment of the subsequent contract conditions if awarded to me.

I declare that during the bidding period did not have access to any NRF proprietary information or any other matter that may have unfairly placed our bid in a preferential position in relation to any of the other bidder(s).

I confirm that I am duly authorised to sign this offer/ bid response.

NB: Failure to provide / or comply with any of the above particulars may render the bid invalid.

Signature of bidder: