



REQUEST FOR QUOTATIONS FOR MAJOR HAZARDOUS INSTALLATION REVIEW AND RENEWAL AT AIRPORTS COMPANY OF SOUTH AFRICA FOR VARIOUS INTERNATIONAL AIRPORTS

Requisition Number: : **51107**

Issue Date : **07 June 2024**

Closing Date : **03 July 2024 - 11:00 AM**

**Briefing Session and Site, Date
and Time** : **13 June 2024 - 10:00 AM**

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1. SECTION 1: INSTRUCTIONS TO BIDDERS

Submission of Quotations

The email subject heading containing bid documents must have RFQ number and the RFQ title. The documents must be signed and completed by a person who has been given authority to act on behalf of the bidder. The bottom of each page of the quotation pack must be initialled or stamped with the bidder's stamp as proof that the bidder has read the quotation pack. Quotation pack must be submitted on or before **03 July 2024 - 11:00 AM** using the following method either,

1.1.1 Hand submissions:

The quotation pack must be submitted to the following address below:

The Employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are:

Location of tender box: Procurement Department | Ground Floor | Southern Office Block Building
Cape Town International Airport – Matroosfontein, Cape Town

Physical address: Same as above address

Identification details: BID REF NUMBER: RFQ 51107
TITLE: Major Hazardous Installation review and Renewal

Closing Date: 03 July 2024 – Time 11:00am

- Telephonic, telegraphic, telex, facsimile, e-mailed tenders will not be accepted.
- No late tenders will be accepted.
- Bidders to ensure that their names and contacts are reflected on the cover of the bid document.
- Tenders may only be submitted on the tender documentation that is issued.

1.3 Late Quotations

Quotations which are submitted after the closing date and time will not be accepted.



1.4 Clarification and Communication

Name:	<u>Joseph Rulash</u>
Designation:	<u>Buyer</u>
Tel:	<u>011 409 3943</u>
Cell:	<u>084 434 0582</u>
Email:	<u>Joseph.rulash@airports.co.za</u>

Request for clarity or information on the RFQ may only be requested until Date 25/06/2024 Time 11:00 am. Any responses to queries for clarity sought by a bidder will also be sent to all the other entities which have been invited to the Request for Quotation/Information invitation.

Bidders may NOT contact any AIRPORTS COMPANY SOUTH AFRICA employee on this RFQ other than those listed above. Contact will only be allowed between the successful bidder and AIRPORTS COMPANY SOUTH AFRICA Business Unit representatives after the approval of a recommendation to award this RFQ. Contact will also only be permissible in the case of pre-existing commercial relations which do not pertain to the subject of this RFQ.

1.5 Non - Compulsory Briefing

Briefing/Site Inspection Session Requirements	Detail
Date	13 June 2024
Time	10:00 AM
Venue or Microsoft Teams Link	Microsoft Teams Need help? Join the meeting now Meeting ID: 396 301 412 964 Passcode: aafHNp
	Dial in by phone +27 21 834 0841,805702081# South Africa, Cape Town Find a local number Phone conference ID: 805 702 081#
Access to Restricted Area, Cargo, Airside, Terminal	N/A
Documentation, e.g. ID, Passport, Temporary Permit, etc (note: Driver's License will not be acceptable)	N/A
Personal Protective Equipment, Safety boots	N/A



1.6 RFQ Responses

RFQ responses must be strictly prepared and returned in accordance with this RFQ document. Bidders may be disqualified where they have not materially complied with any of AIRPORTS COMPANY SOUTH AFRICA 's requirements in terms of this RFQ document. Changes to the bidder's submission will not be allowed after the closing date of the RFQ. All RFQ responses will be regarded as offers unless the bidder indicates otherwise. No bidder or any of its consortium/joint venture members may have an interest in any of the other bidder/joint venture/consortium participating in this RFQ.

1.7 Disclaimers

It must be noted that Airports Company South Africa may:

- a) Award the whole or a part of this RFQ;
- b) Split the award of this RFQ;
- c) Negotiate with all or some of the shortlisted bidders;
- d) Award the RFQ to a bidder other than the highest scoring bidder where objective criteria allows;
- e) Reject the lowest quotation submission received; and/or
- f) Cancel this RFQ.

1.8 Validity Period

AIRPORTS COMPANY SOUTH AFRICA requires a validity period of 120 business/working days for this RFQ. During the validity period the prices which have been quoted by the bidder must remain firm and valid. It is only in exceptional circumstances where AIRPORTS COMPANY SOUTH AFRICA would accommodate a proposal to change the price.

1.9 Confidentiality of Information

AIRPORTS COMPANY SOUTH AFRICA will not disclose any information disclosed to AIRPORTS COMPANY SOUTH AFRICA through this RFQ process to a third party or any other bidder without any written approval from the bidder whose information is sought.

Bidders may NOT disclose any information given to the bidders as part of this RFQ process to any third party without the written approval from AIRPORTS COMPANY SOUTH AFRICA . In the event that the bidder requires to consult with third parties on the RFQ, such third parties must complete confidentiality agreements, which should also be returned to AIRPORTS COMPANY SOUTH AFRICA with the quotation pack.



1.10 Hot – Line

AIRPORTS COMPANY SOUTH AFRICA subscribes to fair and just administrative processes. AIRPORTS COMPANY SOUTH AFRICA therefore urges its clients, suppliers and the general public to report any fraud or corruption to:

Airports Company South Africa TIP-OFFS ANONYMOUS Free Call: 0800 00 80 80 or 086 726 1681

Email: office@thehotline.co.za



2. SECTION 2: BACKGROUND, PURPOSE, AND SCOPE OF WORK

2.1. Background and/or Purpose of this RFQ

Airports Company South Africa (ACSA) is a well-established operator of nine airports, responsible for the ownership, management, and operation of these airports, including the provision of all airport infrastructure, equipment, and JET A1 fuel depots. ACSA owns and operates liquid fuel storage and supply facilities to receive, store and distribute aviation fuel (Jet A-1) and aviation gasoline (Avgas). As these facilities involve storage and handling of flammable liquids, they are classified as a major hazard installation under the Occupational Health and Safety Regulations.

To comply with the Major Hazardous Installations (MHI) regulations in South Africa, ACSA is required to conduct a comprehensive MHI risk assessment every five years. ACSA would like to appoint a competent service provider to assess and manage major hazards at its airports to ensure the safety of workers, passengers, and the surrounding public. The works to be done under this contract falls under working on an active aerodrome (landside and airside), the Fuel Farm and surrounding areas to the airports. The successful service provider should be familiar with processes and requirements of working on a Petrochemical environment and National Key Point Areas

The assessment is conducted to comply with the MHI regulation published under the Occupational Health and Safety (OHS) Act (85 of 1993)

The objective of this assessment is to conduct a comprehensive risk assessment of major hazards at O R Tambo International, Cape Town International, King Shaka International, Bram Fischer International, Upington International, Chief Dawid Stuurman International, and George Airports in accordance with the requirements of the Major Hazard Installation Regulations published under the OHS Act. The assessment must identify and analyse potential hazards, evaluate the associated risks, and recommend suitable measures to reduce risk to as low as reasonably practicable.



2.2. Scope of Work

2.1.1 Documentation

Document the risk assessment process and its outcomes in a complete report. The report must meet the requirements of the Major Hazard Installation Regulations. The report should evaluate the risks and its impact on the operations of the Airport. The proposed risk mitigation and/or controls to ensure compliance to OHS act should be developed in conjunction with the business.

2.2 Scope of services for the risk assessment

2.2.1 Project Initiation

- 2.2.1.1 Conduct a kick-off meeting with client to finalize scope, timelines, and expectations.
- 2.2.1.2 Develop a detailed project plan and schedule.
- 2.2.1.3 Collect all relevant background information from client including site plans, inventories, process details, safety data sheets, incident history etc.
- 2.2.1.4 Review the last performed MHI Risk assessment of the relevant airport.

2.2.2 Hazard Identification

- 2.2.2.1 Conduct a preliminary site visit and interviews with site personnel.
- 2.2.2.2 Identify all hazardous materials stored and handled onsite.
- 2.2.2.3 Use Hazard and Operability Studies (HAZOP) technique or any relevant technique to identify potential deviation scenarios.
- 2.2.2.4 Identify all hazardous and/or risk prone practises on site that can result in major incidents and occurrences.
- 2.2.2.5 Develop a list of all potential major incidents such as fires, explosions, toxic releases etc. as well as their impact on the Airport and its users if not abated.

2.2.3 Risk Analysis

For each identified hazard, conduct a qualitative (based on judgement and experience) or quantitative (data-driven) risk analysis to determine the likelihood and potential consequences of events involving the hazard occurring. Methodologies such as layer of protection analysis, fault tree analysis etc. should be used.

- 2.2.3.1 Develop fault trees to identify root causes and intermediate events leading to each potential incident.
- 2.2.3.2 Construct event trees to determine possible outcomes of each potential incident.
- 2.2.3.3 Estimate frequencies of potential incidents based on failure data analysis and accident history.
- 2.2.3.4 Assess consequences of each incident in terms of impact zone, injuries, and fatalities.

2.2.4 Risk Evaluation

Evaluate the risks arising from the identified hazards using agreed upon criteria to determine which risks require risk reduction measures. The evaluation must consider likelihood, potential impact on workers, passengers, and surrounding public. The significance of each risk must be assessed and prioritised accordingly.

2.2.4.1 Establish intolerable, tolerable, and negligible risk criteria based on MHI regulation.

2.2.4.2 Plot individual and societal risk contours for the site and surrounding areas

2.2.4.3 Compare estimated risks against criteria to delineate risk levels.

2.2.5 Risk Control Measures

2.2.5.1 Review existing prevention, mitigation, and emergency response measures.

2.2.5.2 Recommend additional technical, procedural, and organizational controls to reduce risks to acceptable levels.

2.2.5.3 Provide cost-benefit analysis of recommended risk reduction options.

2.2.6 Emergency Response

2.2.6.1 Review the site emergency plan and procedures in detail.

2.2.6.2 Critique employee training programs, drills, and preparedness

2.2.6.3 Suggest improvements to on-site and off-site emergency response systems.

2.2.7 Documentation and Reporting

Document the risk assessment process and its outcomes in a complete report. The report must meet the requirements of the Major Hazard Installation Regulations.

2.2.7.1 Prepare a detailed risk assessment report presenting all activities, methods, findings, and recommendations.

2.2.7.2 Perform a public advertisement in at least 2 local newspapers for public response.

2.2.7.3 Conduct a presentation to client to discuss findings, implications, and next steps.

2.2.7.4 Address any client feedback and queries to finalize the risk assessment.

2.2.7.5 Provide graphical information of affected areas for information purposes to affected stakeholders.

2.2.7.6 Notify the Chief Inspector of the Department of Labour, the relevant Provincial Director of the Department of Labour, the Head of Emergency Services of the relevant local authority and all other relevant parties, in writing of the findings and recommendations, as contemplated by the Regulations. The Service Provider to keep ACSA updated of the progress on a weekly basis, until all requirements have been met, as contemplated in the Regulations



The following Airports require update of the existing MHIs.

Airport	Date Issued	Renewal Date	Status	Comments
ORTIA	03/07/2019	30 June 2024	Valid	
CTIA	31 October 2019	30 September 2024	Valid	PO should be issued three months prior expiry (May 2024)
KSIA	September 2012	August 2017	Expired	To be first priority
Bram Fischer	28 November 2019	31 October 2024	Valid	PO should be issued three months prior expiry (July 2024)
Upington	5 September 2019	31 August 2024	Valid	PO should be issued three months prior expiry (May 2024)
George Airport	17 June 2018	16 June 2023	Expired	To be third priority
Chief Dawid Stuurman	21 June 2017	31 May 2022	Expired	To be second priority

The site with the expired MHI must be prioritised. thereafter, the expiry date must be used for prioritisation. The details of the programme will be discussed and approved with the appointed service provider.

Please see below for additional information:

Part C3: Scope of Work (Works Information) and Part C4: Site Information on NEC PSC Contract



3. SECTION 3: EVALUATION CRITERIA

3.1. Evaluation Stages

AIRPORTS COMPANY SOUTH AFRICA will use pre-determined evaluation stages when considering received quotations. The evaluation criteria will consider the commitment made for Price and BEE, Objective Criteria

During the evaluation of received quotation packs AIRPORTS COMPANY SOUTH AFRICA will make an assessment whether all the bids comply with set minimum requirements and whether all returnable documents/information have been submitted. Bidders which fail to meet minimum requirements, thresholds or have not submitted required mandatory documents may be disqualified from the RFQ process.

The requirements of any given stage must be complied with prior to progression to the next stage. AIRPORTS COMPANY SOUTH AFRICA reserves the right to disqualify bidders without requesting any outstanding document/information.

3.2. Mandatory Requirements **Assessment**

A list of mandatory returnable documents must be consolidated to understand which documents are required at the closing date and time. Further, to the mandatory returnable documents/information AIRPORTS COMPANY SOUTH AFRICA will only consider bidders which have:

Refer to SECTION 4 below for a list of mandatory documents and form

3.3. Functionality / Technical Evaluation

Functionality hurdle breakdown

The description of the functionality evaluation criteria is explained below:

This criterion will be finalised by the TPEC, this is a high-level evaluation., the contractor should possess the following qualifications and experience.

	Evaluation Area	Evaluation Criteria	Weighting	Min Threshold
1	Company registration, accreditation, and experience	Company's Competency	50	40
	Valid proof of registration with the Department of Labour as an Approved Inspector Authority (AIA).	<ul style="list-style-type: none"> No valid proof of registration 0 points Valid proof of registration 15 points 	15	15
	Company must be accredited with SANAS to undertake type A Inspections	<ul style="list-style-type: none"> No valid proof of registration 0 points Valid proof of registration 15 points 	15	15
	Reference letters			
	<p>The service provider must have prior experience in conducting <u>at least two risk assessments</u> of HAZCHEM or Petrochemical environment in accordance with the Major Hazard Installation Regulations.</p> <p>The letter must indicate the experience on conducting MHI risk assessments at any Hazchem or petrochemical facility. <u>Where reference letter is not clearly stating this requirement, the bidder can provide substantiate this.</u></p> <p>The letter must be issued on the company letterhead of the client and must be signed by the client.</p>	<ul style="list-style-type: none"> 1 letter 5 points 2 or more letters 10 points More than 4 letters 20 points 	20	10
	Human Resources – Assessor (s) or Practitioner (s)	Skilled Staff Experience in Years	50	40
2	<p>Competent Person must be registered as approved AIA in the right <u>category of this MHI</u>. in terms of regulation 6.</p> <p>(1) A duty holder shall after consultation with the relevant health and safety representative or health and safety committee, ensure that an approved inspection authority, who is competent to express an opinion as to the risks associated with the category of the major hazard establishment, carries out a MHI risk assessment in accordance with SANS 1461 (as amended) at intervals not exceeding 5 years or when there is change in the establishment.</p>	<ul style="list-style-type: none"> Certification not provided 0 points. Certification - provided 20 points 	20	20



	The AIA must have at least 3 years' experience in conducting MHI risk assessments. Please complete Appendix xxx	<ul style="list-style-type: none"> 0 to 3 years' experience 0 points 3 to 5 years' experience 20 points more than 5 years' experience 30 points 	30	20
			100	80

3.4. Price and BBEE

This is the final stage of the evaluation process and will be based on the PPPFA preference point system of **80/20**. Price will amount to 80 points, whilst preference will be 20 points. The award of business will be made to a bidder which has scored the highest overall points for this stage of the evaluation, **unless objective criteria exists**, justifying an award to another bidder or ACSA splits the award or cancels the bid, etcetera.

See Section 4, Standard Bidding Document 6.2

4. SECTION 4. RETURNABLE DOCUMENTS AND FORMS

Mandatory Returnable documents

ACSA will disqualify from the RFQ process any bidder that has failed to submit mandatory returnable documents and forms. Bidders should therefore ensure that all the mandatory returnable documents and forms have been submitted. In order to assist bidders, ACSA has also included a column next to the required mandatory document and forms to enable bidders to keep track of whether they have submitted or not. The mandatory documents and forms are as follows:

MANDATORY RETURNABLE DOCUMENTS AND INFORMATION	SUBMITTED [Yes or No]
<i>Fully completed Form of Offer and Acceptance</i>	
<i>SBD 4 Bidder's Disclosure Form</i>	

Other Returnable Documents and information

These types of documents and information are required but are not mandatory or are only mandatory at specific stages of the process. ACSA may request bidders to submit these documents or information after the closing date and time or might already have them on the system. Where a document or information is only mandatory at a specific stage in the **process**, ACSA may only disqualify a bidder for non-submission at that stage and after reasonable efforts were made to request the document from the bidder. The documents are as follows:

OTHER RETURNABLE DOCUMENTS AND INFORMATION	SUBMITTED [Yes or No]
<i>BEE Certificate or Sworn BEE Affidavit</i>	
<i>SARS Tax Compliance Status – CSD Unique Number (ACSA will not award to a bidder whose tax affairs have not been declared to be in order by SARS)</i>	
<i>Names and identity numbers of Directors / Trustees / Members / Shareholders and Senior management – CSD Unique Number</i>	
<i>Declaration of Politically Exposed Persons in Section 4</i>	
<i>Verifiable Medical Certificate or Report as proof of disability</i>	



4.1 Validity of submitted information

Bidders must ensure that any document or information which has been submitted in pursuance to this bid remains valid for the duration of the contract period (in the event where any of such document expires an updated document must be submitted). The duty is on the bidder to provide updated information to ACSA immediately after such information has changed.



ANNEXURE A

BIDDER'S DISCLOSURE AND POLITICALLY EXPOSED PERSONS DECLARATION FORM

Making a Declaration

Any legal person or persons having a relationship with persons employed by ACSA, including a blood relationship, may submit a bid in terms of this tender document. In view of possible allegations of unfairness, should the resulting bid, or part thereof, be awarded to persons connected with or related to ACSA employees, it is required that the bidder or his/her authorised representative declare his/her position in relation to ACSA employees or any member of the evaluation or adjudication committee which will consider bids.

ACSA requires all bidders to declare that they have not acted in any manner inconsistent with the law, policy, or fairness. Furthermore, ACSA requires bidders to declare if they have Politically Exposed Persons (PEP) in their organisation. See below definition of PEP.

Politically Exposed Persons are individuals who are or have been entrusted with prominent public functions in the country or a foreign country, for example Heads of State or of government, senior politicians, senior government, judicial or military officials, senior executives of state-owned corporations, important political party officials. Business relationships with family members or close associates of PEPs involve reputational risks similar to those with PEPs themselves. PEP status in the following areas shall be declared:

- Current or former senior official in the executive, legislative, administrative, military, or judicial branch of government or foreign government (elected or not)'
- A senior official of a major political party or major foreign political party;
- A senior executive of government owned commercial enterprise
- or a foreign government owned commercial enterprise, being a corporation, business or other entity formed by or for the benefit of any such individual;
- A related and or inter-related immediate member of such individual; meaning spouse, parents, siblings, children, and spouse's parents or siblings etc

4.2 All bidders must complete a declaration of interest form below:

Full name of the bidder or representative of
the bidding entity

Identity Number

Position held in the bidding entity

Registration number of the bidding entity

Tax Reference number of the bidding entity

VAT Registration number of the bidding entity

I/We certify that there is/ no PEP conflict of interest/ no relationship between the bidding entity or any of its shareholders / directors / owner / member / partner/ senior management with any ACSA employee or official.



Where a relationship or PEP conflict of interest exists, please provide details of the ACSA employee or official and the extent of the relationship below

4.3 Full Names of Directors / Trustees / Members / Shareholders/ Senior Management of the bidding entity

Full Name	Identity Number	Personal Income Tax Reference Number

I/We declare that we have not acted in any manner which promotes unfairness, contravenes any law or is against public morals. We further certify that we will in full compliance of this tender terms and conditions as well as ACSA policies in the event that we are successful in this tender.

Declaration:

I/We the undersigned _____ (Name) hereby certify that the information furnished in this tender document is true and correct. We further certify that we understand that where it is found that we have made a false declaration or statement in this tender, ACSA may disqualify our bid or terminate a contract we may have with ACSA where we are successful in this tender.

Signature

Date

Position

Name of bidder

ANNEXURE B**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.
- 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



ANNEXURE C

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 SBD 6.1

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

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF BEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or

b) The _____ preference point system will be applicable to this bid

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) Preference.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	
PREFERENCE	
Total points for Price and Preference must not exceed	

1.5 Failure on the part of a bidder to submit proof of Preference supporting documents together with the bid, will be interpreted to mean that preference points are not claimed.

1.6 The ACSA reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by ACSA.

2. DEFINITIONS

- (a) **B-BBEE** broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act
- (b) **Bid** a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of works, goods or services, through price quotations, advertised competitive bidding processes or proposals
- (c) **BBBEE Act** Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003)
- (d) **EME** Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act
- (e) **Functionality** the ability of a bidder to provide works, goods or services in accordance with specifications as set out in the bid documents
- (f) **Prices** includes all applicable taxes less all unconditional discounts
- (g) **Proof of B-BBEE status level of contributor**
 - B-BBEE Status level certificate issued by an authorized body or person
 - A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice
 - Any other requirement prescribed in terms of the B-BBEE Act
- (h) **QSE** a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act
- (i) **rand value** the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes

3. POINTS AWARDED FOR PRICE

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

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

80/20

or

90/10

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

Pmin = Price of lowest acceptable bid

4. POINTS AWARDED FOR PREFERENCE

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for being in accordance with the table below:

5. BID DECLARATION

- 5.1 Bidders who claim points in respect of Preference must complete the following:

6. PREFERENCE CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 Preference: . = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of audited Shareholders Certificated, the BEE Scorecard, or Sworn BEE Affidavit.

Specific Goals	Score	Bidder's Score
	20	
51% owned by Black male and/or Black women and Black youth and People living with disabilities	20	
51% owned by Black male or Black women or Black youth or People living with disabilities (at least two of the above designated groups must achieved)	15	
51% owned by Black male or Black women or Black youth or People living with disabilities	10	
Less than 51% owned by Black male, Black women, Black youth, People living with disabilities	5	
Other	0	

SUBCONTRACTING

Will any portion of the contract be sub-contracted?

(**Tick applicable box**)

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

If yes, indicate:

What percentage of the contract will be subcontracted _____ %

The name of the sub-contractor _____

The Preference of the sub-contractor _____

Whether the sub-contractor is an EME or QSE (**Tick applicable box**)

YES		NO	
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SECTION 5 PRICING SCHEDULE / FORM OF OFFER

Pricing Schedule

Please complete C2.2: Pricing Data (NEC PSC Contract)

Declaration:

I/We the undersigned _____ (Name) hereby certify that the information furnished in this bid submission is true and correct. I declare that I am duly authorised to act and sign on behalf of the bidding company. We further certify that we understand that where it is found that we have made a false declaration or statement in this RFQ submission, ACSA may disqualify our bid or terminate a contract we may have with ACSA where we are successful in this RFQ process.

Signature

Date

Position

Name of bidder