



Ref: 6/1/3/1
Enq : Masondo N.
Date: 06 OCTOBER 2026

The Manager

Sir / Madam

**PRICE QUOTATION NTU 102/2026-27: HIRING OF 3 REFRIGERATORS : NCOME
MANAGEMENT AREA: DEPARTMENT OF CORRECTIONAL SERVICES.**

The Department of Correctional Services requires the item(s)/service as described per attached price quotation invitation, and you are requested to complete the price quotation documents and to submit it in accordance with the under-mentioned stipulations:

- The conditions contained in the attached annexures apply.
- The price quotation must be submitted in a sealed envelope with the name and address of the bidder with the price quotation number and closing date indicated on the envelope. The cover or envelope must not contain documents relating to any price quotation other than that shown on the cover or envelope.
- The closing date of the price quotation will be at **11h00 on 14 OCTOBER 2026** and will be valid for a period of **90** days after the closing date.
- The attached forms/annexures, if completed in detail and returned, will form part of your price quotation.
- **All communication regarding this price quotation before the closing date and time must be done in writing.**

You are advised to acquaint yourself with the contents of the attached General Conditions of Contract.



With reference to the SBD 6.1, the following documentation **must** be submitted with your price quotation:

Cipro Certificate Certified

Copy(s) of ID document(s) Certified

Copy of B-BBEE Certificate/ Sworn Affidavit Certified

TAKE NOTE:

- **ENSURE THAT ALL COPIES ARE ORIGINAL CERTIFIED. (CERTIFIED DATE NOT OLDER THAN SIX (06) MONTHS CERTIFIED)**
- **PLEASE COMPLETE AND SIGN BD 27 (IF NOT COMPLETE YOU CAN BE DISQUALIFIED)**
- **ENSURE TO ATTACH A COPY REGISTRATION CSD DOCUMENT NOT OLDER THAN SIX (06) MONTHS**

PS: THE FOLLOWING DOCUMENTARY PROOF MUST BE SUBMITTED WITH THE QUOTATION/PRICE QUOTATION TO CLAIM FOR PREFERENCE POINTS ACCORDANCE NATIONAL TREASURY CIRCULAR 01 OF 2022/23:

- **Women:** Signed affidavit (Signed off by SAPS) confirming gender, BBBEE Certificate, Sworn Affidavit as per DTI prescribed template.
- **Disability:** Medical certificate signed by the doctor.
- **Black:** Signed affidavit (Signed off by SAPS) confirming gender, BBBEE Certificate, Sworn Affidavit as per DTI prescribed template.
- **Youth:** Certificate Identity document, BBBEE Certificate, Sworn Affidavit as per DTI prescribed template.

It will be expected of the successful bidder to sign a formal contract at this office as soon as possible, but before the validity of the price quotation expires, after being notified of the acceptance of his/her price quotation.

Yours faithfully


**For AREA COMMISSIONER: NCOME
N .MASONDO**



**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT CORRECTIONAL SERVICE: NCOME					
PRICE QUOTATION NUMBER:	NTU 102/2026-27	CLOSING DATE:	14 OCTOBER 2026	CLOSING TIME:	11H00
DESCRIPTION	HIRING OF 3 REFRIGERATORS: NCOME MANAGEMENT AREA: DEPARTMENT OF CORRECTIONAL SERVICES.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE PRICE QUOTATION BOX SITUATED AT (STREET ADDRESS)					
NCOME CORRECTIONAL SERVICE PRIVATE BAG X 9420 VRYHEID 3100		TENDER BOX AT TRAP GATE NCOME CORRECTIONAL CENTRE BLOODRIVER ROAD TO NQUTHU VRYHEID 3102			
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ No
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICATION IN THE BOX	☐	ALL ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)			
	☐	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION (SANAS)			
	☐	A REGISTERED AUDITOR NAME:			
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					



ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes [IF YES ENCLOSE PROOF]	☐ No	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
SIGNATURE OF BIDDER			DATE	
CAPACITY UNDER WHICH THIS PRICE QUOTATION IS SIGNED (Attach proof of authority to this price quotation eg. Resolution of directors, ect)				
TOTAL NUMBERS OF ITEMS OFFERED			TOTAL PRICE QUOTATION PRICE (ALL INCLUSIVE)	R.....
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY	NCOME CORRECTIONAL SERVICES		CONTACT PERSON	MS MAVUSO S.C
CONTACT PERSON	MS:MAVUSO S.C		TELEPHONE NUMBER	034 972 9340/ EXT 2050
TELEPHONE NUMBER	034-972 9340 EXT.2050 & 2064		FACSIMILE NUMBER	034 972 9303
FACSIMILE NUMBER	034 972 9303		E-MAIL ADDRESS	
E-MAIL ADDRESS	Sizakele.mavuso@dcs.gov.za			

PART B

TERMS AND CONDITIONS FOR BIDDING

1.	BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.	
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE	
1.3.	BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIERS DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/ IDENTITY NUMBERS; TAX COMPLIANCE STATUS AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT OR DTI (CIPC) CERTIFICATES FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.	
1.4.	WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/ IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT OR DTI (CIPC) CERTIFICATES FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.	
1.5.	THE BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATION, 2017. THE GENERAL CONDITION OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLTION OR SPECIAL CONDITIONS OF CONTRACT.	
2.	TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY BE MADE VIA E-FILING IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
3.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
3.2	DOES THE BIDDER HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ 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.		

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



**PRICING SCHEDULE – FIRM PRICES
(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

Name of bidder.....BID number: NTU 102/2026-27

Closing Time 11:00 on 14 OCTOBER 2026

‘Bidders must bid for all items in order to be considered for each item. Failure to bid for either one of the below item(s). Your BID document will be considered invalid.’ (Paragraph 7.2.1.6.)

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

1. HIRING OF 3 REFRIGERATORS

ITEM NO.	QUANTITY	DESCRIPTION OF ITEM	BID PRICE IN RSA CURRENCY (INCLUDING ALL APPLICABLE TAXES)
1.1	03	FOR HIRING OF 3 REFRIGERATORS FOR PERIOD OF 12 MONTHS	
		TOTAL	

NB: PLEASE SEE ATTACHED SPECIFICATION

**TECHNICAL SPECIFICATION
FOR
REFRIGERATED CONTAINER**

10' x 8' x 8'6"

MODEL NO: SS1WN1

- POLYURETHANE INSULATION
- ROOF AND SIDE PANEL
- FRONT AND REAR END FRAME
- ALUMINUM FLOOR RAIL
- LINING: SIDE & DOOR
ROOF
- DOOR PANEL
- TOP & BOTTOM RAIL
- CORRUGATED BASE

**MGSS
CORTEN A / EQUIVALENT**

**TAINLESS STEEL (HGSS)
E-PAINTED ALUMINUM SHEET
3S
TEN A / EQUIVALENT
CORTEN A / EQUIVALENT**

1. GENERAL

- 1) The container model SS1WN1 Reefer is designed for the carriage of foodstuffs frozen, chilled and general cargo by road, rail and sea (above or below decks) and is suitable for the environmental conditions imposed by these modes of transports.
- 2) The container is designed for the carriage of deep frozen, frozen and chilled (excluding hung-chilled meat) cargoes in the range -25°C to $+25^{\circ}\text{C}$ with external temperature ranging from -40°C to $+50^{\circ}\text{C}$ and is suitable to be subjected to severe thermal shock.
- 3) Refrigeration unit CARRIER 69NT40

2. STANDARDS & REGULATIONS

- ISO TC - 104
 - 668 - Classification, dimensions and ratings (1995 edition)
 - 1161 - Corner fittings-specification (1990 edition)
 - 1496/2 - Specification and testing (1996 edition)
 - Part 2: Thermal containers
 - 6346 - Coding, identification and marking (1995 edition)
- CSC requirements
- TIR requirements
- Timber components and certificates (No exposed timber to be used)
- USDA requirement and certificate
- Taint test (Acc. BS 3755 last issue)
- UIC registration
- Type approval by classification society

3. DESIGN DATA

3.1 External Dimensions

Length	2,991 mm	(0, -6)	10'
Width	2,438 mm	(0, -5)	8'
Height	2,591 mm	(0, -5)	8'6"

3.2 Internal Dimensions (Nominal)

Length	2,388 mm	(0, -10)
Width	2,290 mm	(0, -8)
Height	2,276 mm	(0, -10)

3.3 Door openings (Nominal)

Width	2,294 mm	(0, -5)
Height — at sill	2,264 mm	(0, -5)
Cargo access height	2,224 mm	(0, -10)

3.4 Cubic Capacity

12.4 m ³	440cu. ft.
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3.5 Weights & Ratings

Tare weight (Including Ref. Unit)	2,030 kg ±2%	(4,480 lb.)
(Excluding Ref. Unit)	1,500 kg ±2%	(3,310 lb.)
Payload	12,970 kg	(28,590 lb.)
Max. Gross Weight	15,000 kg	(33,070 lb.)

3.6 Thickness & Density of Thermal Insulating PUR Foam

	Thickness (mm)	Density (kg/m ³)
Side	63	50 - 55
Door	74	50 - 55
Roof	80	45 - 50
Floor	Min. 76	55 - 60
	Max. 135	
Corner		45

3.7 Insulation

Polyurethane foam with R-141b (non-CFC) blowing agent:
 Air leakage : Q_{max} = 5 m³/hr (176.5cu. ft./hr) at 25.4mm WPG inside
 Heat transfer rate : U_{max} = 17 kcal/hr. °C (20 W/K) at 20°C mean temp.

4. CONSTRUCTIONS

4.1 Base Frame

- 1) Forklift pocket : 4.0mm thick pressed profile with 6.0mm thick closed strip
- 2) Base panel : 1.6mm thick corrugated panel welded to bottom side rail
- 3) Bottom side rail : 4.0mm thick upper and lower cold rolled steel

4.2 Floor

- 1) Floor board : 40mm high and 63.5mm spaced aluminum extruded "T" section
- 2) Floor bow : Aluminum extruded "T" section floor bow shall be stitch welded to the under side of floor board.

4.3 Front Frame

- 1) Front top rail : 4.0mm thick pressed profile
- 2) Front bottom rail : 4.0mm thick pressed profile with load transfer area brackets
- 3) Corner Post : Welded construction with 6.0mm thick outer and 4.0mm thick inner
- 4) Double plate : 4.0mm thick rectangular plates

4.4 Rear End Frame

- 1) Door Header : Welded construction with 4.0mm thick outer and 3.0mm thick inner, and four (4) vertical gusset plates welded behind of cam keepers
- 2) Door Sill : Welded construction with 6.0mm thick outer and 4.0mm thick inner, and four (4) vertical gusset plates welded behind of cam keepers
- 3) Corner Posts : Welded construction with 6.0mm thick outer and inner, and with 12mm thick reinforcement plate.
- 4) Double plate : 4.0mm thick rectangular plate

4.5 Door Panel

Each door is capable of swinging 270 degree when opened, which is designed to prevent left hand door from opening before right hand door in TIR requirements.

- 1) Door panel
 - (1) outer – 1.6mm thick pre-painted MGSS sheet
 - (2) inner – Corten pressed section
- 2) Door gaskets
 - (1) outer gaskets – EPDM "C" section double lips
 - (2) inner gaskets – EPDM "O" section
- 3) Locking gears : SAEJIN SJ-77M or eq., with anti-theft handle & secure cam & keeper on right door center, hot-dip galvanized 75μ
- 4) Door hinge : Eight (8) hot dip galvanized steel hinges with nylon

5) Hinge pin

6) Door lining

7) Hinge lug

bushes and stainless steel washers.

• Φ 12mm stainless steel bar fixed by flaring

: 0.7mm thick stainless sheet, with 12mm deep pressed battens

: 6.0mm thick MGSS plate

4.6 Side Wall

1) Outer Cladding

: 1.0mm thick M.G.S.S. with vertical corrugations, welded together by TIG method

2) Inner Lining

: 0.7mm thick H.G.S.S. with deep inverted battens, welded together by TIG method

3) Top side Rail

: 4mm thick cold rolled section with chamfer

4) Side post

: Two (2) 4.0mm thick pressed omega section per side, bonded to side panel by bi-adhesive structure tape or glue

5) Side Stringer

: Two(2) per side, MGSS pressed omega section, spot welding to side lining

4.7 Roof

1) Outer Cladding

: 0.8mm thick M.G.S.S. with deep pressed corrugations, welded together by TIG method

2) Lining

: 0.8mm thick one piece pre-painted aluminum sheet, with small bead corrugations

3) Roof bow

: Two (2) pieces MGSS pressed omega section

4) Roof Stringer

: Two (2) aluminum omega section, bonded to roof lining by bi-adhesive structure tape and fixed with three (3) rivets

4.8 Particular attachment

1) Floor drain

Two (2) drains are provided at each front and rear end. [Total four (4)]

2) Lashing bar

Two (2) pieces lashing bar per side. [Total four (4)]

3) Generator set mounting receptacles

Front corner post and front top rail fitted with receptacles and brackets for mounting clip-on generator set.

4.9 Marking

All containers to be marked in accordance with latest standard regulation and owner's specification.

5. SURFACE PREPARATION AND PROTECTION

5.1. Surface preparation

5.1.1. Prior to assembly

- 1) All steel components, prior to forming, will be short blasted to Swedish Standard Sa 2.5 to remove rust, mill scale etc; and applied with zinc rich primer approx. 10 micron.
- 2) All stainless steel components, prior to forming, will be cleaned to all oil and dirt etc.
- 3) Gear cam keepers will be electro zinc plated. (Thickness : Min. 16 micron)
- 4) Locking rod assemblies are welded with gear cams, bars, holders and handle hinges are hot dip galvanized. (Thickness: Min. 75 micron)

5.1.2. After assembly

- 1) All stainless steel parts will be sweep blasted with non-metallic media and cleaned to remove all oil rust, dirt and hot rolled mill scale and etc.
- 2) Welding seam line will be blasted to remove all welding slags, spatters and other foreign matters.

5.1.3. Polyurethane contact surfaces

Glue or adhesive primer will be applied to the polyurethane contacting surfaces for good adhesion with polyurethane.

5.2. Painting

All steel parts shall be painted as follows:

5.2.1. SPA-H parts

- 1) Outside surfaces (end frame & side top & bottom rail)
 - 1st primer: Zinc rich primer
 - 2nd primer: Polyamide epoxy
 - 3rd Top: Vinyl high build
(Color: RAL 9010)
 - 30 micron(after ass'y)
 - 40 micron(after ass'y)
 - 40 micron(after ass'y)
- 2) Polyurethane foaming contact surfaces (inside surface)
 - 1st primer: Polyamide epoxy
 - 20 micron(after ass'y)

5.2.2. MGSS parts (roof and side panel)

1st primer: Polyamide epoxy	- 40micron(after ass'y)
2nd top: Vinyl high build (Color: RAL 9010)	- 40micron

5.2.3. Foaming contact area (HGSS, MGSS and T-FLOOR)

Adhesive primer	- 15micron
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5.2.4. Door panel

1st primer: Polyamide epoxy	- 40micron
2nd primer : Polyurethane (Color: RAL 9010)	- 50micron

5.2.5. Under coating

1st primer: Zinc rich primer	- 30micron
2nd Top : Bitumen/wax	- 200micron

6. MATERIAL SPECIFICATION

1) The main materials used in construction are as follow:

<u>Where used</u>	<u>Material</u>	<u>Yield Point</u> (N/mm ²) (min.)	<u>Tensile Strength</u> (N/mm ²)(min.)	<u>Elongation</u> (%)
Floor Rail	Al. Alloy Extrusion AA6061-T6	225	270	8
Roof Lining	Al. Alloy Sheet AA5052-H16/H46	180	240	6
Side/Roof panel door panel	MGSS	205	410	20
Side/Door Lining	SUS304	220	510	40
Generator Fitting Nut	CORTEN A	345	485	
Front/Rear Corner Post	/ equivalent			
Front Header/Sill				
Top/Bottom Side Rail				
Door Header/Sill				
Forklift pocket				
Corrugated base				
Carbon Steel Pipe	STK 51	360	520	18
Lock Rod	JIS S25C	270	450	25
Carbon Steel for forged (Lock Rod Cam Keeper)	SCW 480	270	450	21
Weldable steel Castings (corner castings)				
Insulation Tape (Between steel and aluminum)	Electrolytic Buffer of PE			
Foam Tape	Adhesive of P.V.C.			
Insulation Material	1) Rigid Polyurethane Foam			

2) Blowing Agent: R141b

2) Fasteners application

Material	Shear Resistance (N)	Tensile Resistance (N)
Aluminum blind rivet diam. 4.8mm (3/16")	4390	4490
Aluminum blind rivet diam. 6.4mm (1/4")	7540	6500
Stainless steel blind rivet diam. 4.8mm (3/16")	4500	5500

3) Sealant

Exposed Sealer
a) Interior surface: MS
b) Exterior surface: Silicone
Hidden sealer Butyl

7. TESTING & INSPECTION

1. Type approval and inspection of units is carried out by classification society.
2. Every container is manufactured under effective quality control procedures to meet the specified standards and align industrial practice. After completion all container dimensions will be checked and door operation checked.

Item

Test load

◆ Stacking	1.8R - T	Load: 86,400 kg/post
◆ Top & bottom lifting	2.0 R - T	
◆ Forklift pocket	1.6R - T (if applicable)	
◆ Restraint	R - T	Load : 1.0R/rail
◆ Racking test		
◆ Transverse		15,240 kg
◆ Longitudinal		7,620kg
◆ Strength		
— End wall	0.4 P	
— Side wall	0.6 P	
— Roof	300 kg	
— Floor (ISO +33%)	7,260 kg	
◆ Airtightness test		
Internal pressure 25 ± 1 mm Aq.		
◆ Thermal test In compliance with ATP		
◆ Performance test of thermal appliances In compliance with ISO 1496/2		
◆ Taint test in compliance with B.S. 3755-1964 or equivalent		

8. GUARANTEE

8.1 Guarantees

The guarantee period will commence the date after the certification has been issued by the classification society.

8.2 Paint Guarantee

The application of paint will be guaranteed against corrosion and paint failure for a period of five (5) years. The guarantee is for faults affecting more than 10% of the painted surfaces and will assure partial or total re-painting of the container. Corrosion caused by acids, alkalis or other chemicals, damage by abrasion, impact or accident are excluded.

8.3 Decal Guarantee

The decals are warranted for seven (7) years to withstand the environmental conditions as "General" mentioned for color, stability & adhesion.

8.4 Other Guarantee

This will be guaranteed against fault in construction, poor workmanship and material for a period of one (1) year. Any damages caused by mis-handling, mis-securing, mis-loading, impact and any accidents relating from bad practices are excluded.

9. REVISION

9.1 Added USDA requirement and certificate (spec.2.)

9.2 Thermal test (spec 7.2.)
In compliance with ATP.

9.3 Distance between the two fork lifting pockets.
900mm → 1,540mm, see drawing C20381080



- Required by: **NCOME CORRECTIONAL SERVICES**
- At: **NCOME CORRECTIONAL CENTRE**
- Country of origin:
- Does the offer comply with the specification(s)? ***YES/NO**
- If not to specification, indicate deviation(s):
- Period required for delivery:
***Delivery: Firm/not firm**
- Are you the actual manufacture/ dealer
(who normally keeps stock of the required items)? ***YES/NO**
- If not, who is your actual manufacture/ dealer
(who normally keeps stock of the required items? (See BD.27): _____

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

***Mark the relevant Block with an X**

**AUTHORISATION DECLARATION: CONFIRMATION OF SUPPLY AND FINANCIAL ARRANGEMENTS
BETWEEN THE BIDDER AND THIRD PARTY**

QUOTATION NUMBER: NTU 102/2026-27

DESCRIPTION: NTU102/2026-27 HIRING OF 3 REFRIGERATORS: NCOME MANAGEMENT AREA

NAME OF BIDDER: _____

CLOSING DATE: 14 OCTOBER 2026

Are you sourcing the goods or services from a third party? _____

If you have answered YES to the above question, please provide full details from whom the items will be sourced/delivered, in the space provided on the pricing schedule (SBD 3).

**DECLARATION BY THE BIDDER WHERE THE BIDDER IS SOURCING THE GOODS OR SERVICES
FROM A THIRD PARTY:**

1. I, _____ (Bidder) hereby declare the following:
 - The goods or services listed below, is being sourced from a third party in order to comply with the terms and conditions of the price quotation.
 - The third party has been informed of the terms and conditions of the price quotation and the third party is acquainted with the said terms and the description of the goods or services listed on the SBD 3.1 (Pricing Schedule).
 - The unconditional written undertaking to supply the goods or services listed in the SBD 3.1 (Pricing Schedule) in accordance with the terms and conditions of the BID document for the duration of the contract has been received from the third party. See confirmation below.
 - It is confirmed that all financial and supply arrangements for goods or services have been mutually agreed upon between the bidder and the third party.
2. The information contained herein is true and correct.
3. Failure to submit the BD 27 may invalidate the price quotation.
4. It is acknowledged that the Department reserves the right to verify the information contained herein and if found to be false or incorrect, the Department may invoke any remedies available to it in the BID documents.

SIGNATURE BY THE BIDDER:

Signed at _____ on the _____ day of _____ 20__

Signature _____ Full name _____

Designation _____

THIRD PARTY UNDERTAKING

Note:

- A separate Undertaking must be completed by each Third Party;
- A letter issued on the official letterhead of the third party addressing the information below is acceptable.

To be completed by the third party

Name of Third Party: _____

Physical Address: _____

Telephone number: _____

Facsimile number: _____

E-mail address: _____

It is hereby confirmed that a mutual agreement has been reached between myself and the price bidder is therefore authorised to include the products listed in the SBD 3 (Pricing Schedule).

We confirm that we have firm supply and financial arrangements in place, and have familiarized ourselves with the item descriptions, specifications and price quotation conditions relating to the item/s listed in the table above.

SIGNATURE BY THE THIRD PARTY:

Signature: _____ **Full name:** _____

Designation: _____

Date: _____

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution?

YES/NO

2.2 If YES, furnish particulars of the names, individual identity numbers, in table below:

[illegible]

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.*

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

YES/NO

2.3.1 If so, furnish particulars:

.....

.....

2.4 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

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

3 GENERAL DECLARATION

I,, the undersigned 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 to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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 or during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was involved in the drafting of the specification or term of reference for this bid.

3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for 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 ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE

ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....
Signature

.....
Date

.....
Designation

.....
Name of bidder

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 PREFERENCE POINT SYSTEM

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 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:

	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 BIDs, 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:

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

Where

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



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

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

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

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women	3	7		
Youth	3	6		
Black	2	5		
People living with disabilities	2	2		

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.

SURNAME AND NAME: DATE: ADDRESS:	
	SIGNATURE(S) OF TENDERER(S)
	
	



DEPARTMENT OF CORRECTIONAL SERVICES

**SPECIAL CONDITIONS OF CONTRACT:
PRICE QUOTATION NO NTU 102/2026-27:**

**FOR HIRING OF 3 REFRIGERATORS : NCOME MANAGEMENT
AREA: DEPARTMENT OF CORRECTIONAL SERVICES.**



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1. INTRODUCTION

- 1.1 This price quotation and all contracts emanating there from will be subject to the General Conditions of Contract issued in accordance with Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999).
- 1.2 The Special Conditions of Contract are supplementary to that of the General Conditions of Contract. Where, however, the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of Contract prevail.
- 1.3 These conditions form part of the price quotation and bidder need to familiarize themselves with the content thereof.

2. REGISTRATION ON CENTRAL SUPPLIERS DATABASE

- 2.1 Bidders need to register on the National Treasury Central Supplier Database in order to do business with the state. Accounting Officers cannot award any price quotation or price quotations to any supplier who is not registered on the Central Suppliers Database. bidders must log on www.csd.gov.za for self registration.

3. CERTIFICATION OF DOCUMENTS BY A COMMISSIONER OF OATH

- 3.1 Bidders must ensure that all certified copies comply with the regulation governing the administering of an oath or affirmation. The Commissioner of oath must append a signature, date and also print out name. copies that do not comply with this regulation will be regarded as invalid.
- 3.2 **The date of certification of the original on all copies submitted should not be older than three (6) months.**

4. CONTRACT PERIOD

- 4.1 The contract shall be for the period of **once-off**.

5. QUANTITIES

- 5.1 The quantities furnished in the price quotation are **estimated quantities** and no guarantee can be given regarding the actual quantities that will be ordered.

6. RESPONSE FIELDS

- 6.1 It is imperative that bidders submit responsive price quotations by completing all mandatory response fields and item questionnaires for the individual items. In this regard bidder's attention is drawn to the response field and price structure explanations and examples supplied in the price quotation document.

- 6.2 BID documents should not be retyped or redrafted.
- 6.3 The following BID documents must be completed in hand writing, signed and submitted in an original format:

Document	Description
SBD 1	Invitation to price quotation
SBD 3	Pricing Schedule
SBD 4	Declaration of Interest
SBD 6.1	Preference points claim form in terms of the preferential procurement regulations 2022
SBD 6.2	Declaration Certificate Designated Sectors by DTI for Local Content.(If applicable)

- 6.4 Alternative offers may be made for any item(s) on condition that the offer complies with the specification. **It must clearly be marked as an alternative offer.**
- 6.5 Bidders shall check the numbers of the pages and satisfy themselves that none are missing or duplicated in line with the index provided. No liability shall be accepted with regard to claims arising from the fact that pages are missing or duplicated.

7. EVALUATION CRITERIA

The evaluation process will be conducted in phases as follows:

Phase 1	Phase 2
Mandatory Requirements	Price and Specific goals
Compliance with mandatory requirements	Price quotations evaluated in terms of Preferential Procurement Regulations, 2022 and Internal DCS Procurement Policy

7.1 Phase 1: Mandatory Requirements

7.1.1 Registered on CSD

- 7.1.1.1 Bidder must be registered on the Central Supplier Database (CSD) and provide its CSD number and as per SBD1.
- 7.1.1.2 When a Consortium/ joint Venture / Sub- contracts are involved, each party must be registered on the Central Suppliers Database and their tax compliance status will be verified through the Central Supplier Database.



7.2 Phase 2: Price and Specific goals

7.2.1 In terms of Regulation of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), responsive price quotations will be adjudicated by the Department on the **80/20 or 90/10-preference** point system in terms of which points are awarded to bidder on the basis of:

- a) **quotation price (maximum 80 points)**
- b) **Specific goals (maximum 20 points)**

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

Cases with a Rand value below R50 million (all applicable taxes included)		
$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$		
Where :		
PS	=	Points scored for comparative price of price quotation or offer under consideration
Pt	=	Comparative price of quotation or offer under consideration
Pmin	=	Comparative price of lowest acceptable price quotation or offer

7.2.3 Specific goals as per Department of Correctional Services policy will be awarded as follows :

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system)	Number of points allocated (80/20 system)
Women	3	7
Youth	3	6
Black	2	5
People living with disabilities	2	2

7.2.4 **The following documentary proof must be submitted to claim for specific goals:**

7.2.4.1 **Women: Signed affidavit (signed off by SAPS) confirming gender, BBBEE certificate, Sworn Affidavit as per DTI prescribed template.**

7.2.4.2 **Disability: Medical certificate signed by the doctor.**

7.2.4.3 **Black: Signed affidavit (signed off by SAPS) confirming race, BBBEE certificate, Sworn Affidavit as per DTI prescribed template.**

- 7.2.4.4 Youth: Certified Identity document, BBBEE certificate, Sworn Affidavit as per DTI prescribed template.

Note: For a BIDder to qualify for preference points, ownership of 51% or more per procurement goal/historically disadvantaged individual must be obtained.

- 7.2.5 The date of certification should not be older than six (6) months.

- 7.2.6 The points scored by a bidder in respect of specific goals will be added to the points scored for price.

- 7.2.7 The points scored will be rounded off to the nearest 2 decimals.

7.2.8 **Tax Matters**

- 7.2.8.1 It is a condition of this price quotation that the tax matters of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Services (SARS) to meet the bidder's tax obligations.

- 7.2.8.2 The Tax Compliance status requirements are also applicable to foreign price bidders/individuals who wish to submit price quotations.

- 7.2.8.3 Bidder must be registered on the **Central Supplier Database (CSD)** and provide its CSD number and TCS Pin as per SBD 1.

- 7.2.8.4 When a Consortium/ Joint Venture/ Sub-contractors are involved, each party must be registered on the Central Suppliers Database and their tax compliance status will be verified through the Central Suppliers Database.

- 7.2.8.5 **The BID will be awarded to the bidder who is tax compliant.**

7.2.9 **Legislative and Regulatory requirements**

- 7.2.10 **Certificate: Confirmation of supply arrangements between the bidder and his/her supplier (BD 27)**

- 7.2.10.1 Any bidder who does not normally keep stock of the item and is sourcing the goods and services from a third party (manufacturer/producer or dealer/ distributor who normally keeps stock) for the purpose of delivering the item to the Department, must ensure that the attached BD 27 is completed by his/her supplier after they have familiarized themselves with the item(s) / description(s) / specifications and conditions of the price quotation for all relevant goods and services required from this price quotation. **Failure to submit a signed (BD 27) signed by the bidder and his/her supplier will invalidate the price quotation.**

- 7.2.10.2 Third parties must especially acquaint themselves with the conditions applicable to price increases.
- 7.2.10.3 A letter issued on the official letterhead of the third party addressing the information below is acceptable.
- 7.2.10.4 Bidder must ensure that the supply arrangements for the required goods and services have been mutually agreed upon with his/her supplier. No agreement between the bidder and his/her supplier will be binding on the Department.
- 7.2.10.5 **The Department reserves the right to verify any information supplied by the bidder and should the information be found to be false or incorrect, it will invalidate your price quotation.**
- 7.2.10.6 If a contract has been concluded on the basis of sourcing the product(s) from a manufacturer/dealer, distributor and the bidder for some or the other reason change the manufacturer/dealer, the Department should immediately be notified and a new BD 27-form (confirmation of supply arrangements between the bidder and his/her supplier) should be submitted.
- 7.2.10.7 **The Department will only accept an original or certified copy of the completed and signed BD 27 or a letter on the official letter head of third party and it must be attached with the standard price quotation documents.**
- 7.2.11 **Local Content**
- 7.2.11.1 No offers with regard to imported products will be considered.
- 7.2.12 **Standards/Specifications**
- 7.2.12.1 Bidder are required to comply with the attached National Department of Correctional Services Product Specification: Food Items stipulated in the price quotation document throughout the contract period.
- 7.2.12.2 The supply of food items shall be regulated by the following legislation, policies and guidelines:
- a) Foodstuffs, Cosmetics and Disinfectants, Act 54 of 1972 (as amended by Act No 32 of 1981 and Act No 97 of 1986).
 - b) Meat Safety Act, 2000 (Act No 40 of 2000).
 - c) Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) as amended by Occupational Health and Safety Amendment Act, No 181 of 1993 and Labour Relations Act, No 66 of 1995.

- d) Departmental and National Department of Health Nutrition related policies, guidelines and procedures.
- e) Regulation 962 (Regulations Governing General Hygiene Requirements for Food Premises and the Transport of Food)
- f) All relevant regulations.

7.2.13 Failure to comply with all requirements stipulated in paragraph 7.2. will invalidate your price quotation.

7.3 Phase 4: Awarding of BIDs

- 7.3.1 A price quotation must be awarded to the bidder who scored the highest total number of points in terms of the preference point systems (price and B-BBEE points), unless objective criteria in terms of section 2(1)(f) of the Act justify the award of the price quotation to another bidder.
- 7.3.2 In the event that two or more price quotations have scored equal total points, the contract will be awarded to the bidder scoring the highest number of preference points for B-BBEE.
- 7.3.3 Should two or more price quotations be equal in all respects, the award shall be decided by the drawing of lots.

8. VALUE ADDED TAX

- 8.1 All BID prices are inclusive of 15% Value Added Tax (VAT), except in the case of a person that is not required to register for Value Added Tax.

9. DECLARATION OF INTEREST (SBD 4)

- 9.1 It is important that bidder acquaint themselves with the content of the Declaration of Interest (SBD 4).
- 9.2 A bidder or his/her authorized representative is required to declare his/her position in relation to the evaluating/adjudicating authority and/or **take an oath declaring his/her interest, where -**
 - a) The bidder is employed by the state; and/or
 - b) The legal person on whose behalf the price quotation document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the price quotation(s), or where it is known that such a relationship

exists between the person or persons for or on whose behalf the declaring acts and persons who are involved with the evaluation and or adjudication of the price quotation.

9.3 The Declaration of Interest (SBD 4) must be completed in full.

9.4 Declarations of any nature will not necessarily prejudice any bidder, however should a bidder knowingly submit false declarations, this Department will act against such bidder (company) and/or its Directors in terms of paragraph 23 of the General Conditions of Contract.

10. PARTICIPATION OF GOVERNMENT OFFICIALS IN THE BIDDING PROCESS

10.1 In accordance with Sections 118 and 121 of the Correctional Services Act, 1998 (Act 111 of 1998), no member of the Department of Correctional Services may participate in the price quotation process of the Department.

10.2 **The Public Administration Act, 2014 (Act no. 11 of 2014), chapter 3, section 8(2)(a) specifies that an employee of the State may not conduct business with the State.**

10.3 Bidders having a kinship with persons employed by the state, including a blood relationship, must declare their interest on the SBD 4 (Declaration of Interest).

11. FRONTING

11.1 The Department of Correctional Services supports the spirit of Broad Based Black Economic Empowerment and recognizes that real development can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in:

a) An honest, fair, equitable, transparent and legally compliant manner. Against this background the Department of Correctional Services condemn any form of fronting.

b) The Department of Correctional Services, in ensuring that bidders conduct themselves in an honest manner will as part of the price quotation evaluation processes, conduct or initiate the necessary enquiries, investigations to determine the accuracy of the representations made in the price quotation documents.

11.2 Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry/ investigation, the onus will be on the bidder/ contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from the date of notification may invalidate the price quotation/ contract and may also result in the restriction of the bidder/ contractor to conduct business with the

public sector for a period not exceeding ten (10) years, in addition to any other remedies the Department may have against the bidder/ contractor concerned.

12. PRICE AND PRICE QUALIFICATION

- 12.1 Prices submitted for this price quotation are firm.
- 12.2 Prices shall be quoted in South African currency.
- 12.3 The price quotation prices shall be given in the units shown.
- 12.4 Prices must be inclusive of delivery cost and all applicable taxes.

13. SUBMISSION OF PRICE QUOTATION

- 13.1 Each price quotation should be submitted in a separate sealed envelope or suitable cover on which the name and address, the price quotation number and the closing date must be clearly endorsed.

14. LATE PRICE QUOTATIONS

- 14.1 Price quotations received after the closing date and time, at the address indicated in the price quotation documents, will not be accepted for consideration and where possible, be returned unopened to the bidder.

15. COMMUNICATION

- 15.1 No communication with any Procurement Official will be allowed during the running period of the price quotation.
- 15.2 Communication after the closing date of the price quotation must be in writing and addressed to the **AREA COMMISSIONER: NCOME P/BAG X9420 VRYIED 3100; ATTENTION: MANAGER SCM**
- 15.3 The Department may request clarification regarding information provided by bidders. Bidders are to supply the required information within the specified period. Failing to do so will invalidate your price quotation.

16. COUNTER CONDITIONS

- 16.1 Bidder's attention is drawn to the fact that amendments to any of the price quotation Conditions or setting of counter conditions by bidder will result in the invalidations of such price quotations.

17. VENDOR ASSESSMENT (CAPABILITY AND FINANCIAL ABILITY)

- 17.1 The Department will have the right to confirm the ability of bidder to execute this contract successfully. This includes an investigation by the Department or its appointee of the following:

- a) The bidder's financial position to execute the contracts,
- b) Previous contracts executed and current contracts (SBD 4 must completed),
- c) **Delivery periods, quality and quantity of products.**

- 17.2 The premises/factory of the bidder or contractor should be open at all reasonable hour for inspection by a representative of the Department and/or its approved institution.

18. NEGOTIATIONS

- 18.1 The Department reserves the right to negotiate with bidders prior to the award of the BID.

19. ORDERS/DELIVERIES/DELIVERY BASIS

- 19.1 Before delivery of any product on this contract is conducted, the contractor must be in possession of an official order issued by an authorized official of the Department.
- 19.2 Firm delivery period must be quoted for the duration of the contract period.
- 19.3 Products must be delivered and off loaded by the contractor in the transit area of the delivery point.
- 19.4 Delivery will be accepted on weekdays between 8:00 and 14:00.
- 19.5 All deliveries and dispatches must be accompanied by a delivery note stating the official order number against which the delivery is affected.



- 19.6 Deliveries not complying with the order/specifications will be returned to the contractor at the contractor's expense.
- 19.7 The Department of Correctional Services may postpone or delay deliveries if it finds itself in any such position, as a result of circumstances beyond its control, which will make it impossible to comply with the specified delivery dates.

20. PACKAGING

- 20.1 If applicable, your attention is drawn to the packaging requirements stipulated in the specification.
- 20.2 There should be a labeling/description of the delivered items on the outside of the packaging that will correspond with the invoice.

21. CONTRACT MANAGEMENT

- 21.1 The contractor shall not abandon, transfer, assign or sublet a contract or part thereof without the prior written approval from the Department.
- 21.2 Contractor must inform the relevant Institution immediately when unforeseeable circumstances will adversely affect the execution of the contract. Full particulars of such circumstances as well as the period of delay must be furnished.

22. PENALTIES

- 22.1 The Department will impose a penalty as a result of unsatisfactory performance (e.g. poor quality, late delivery, non-delivery, etc.)
- 22.2 The following formula will be utilized for this purpose :

$$Penalty = \left(Vx \frac{10}{100} \right) x N$$

V = Value of delayed goods or services
N = Number of days of delay

A penalty will be limited to 30% of the value of delayed goods or services.

- 22.3 In addition to a penalty being imposed, the Department reserves the right to act in accordance with paragraph 21.6 of the General Conditions of Contract (GCC), which reads "Upon delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in



conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier."

- 22.4 The Department may terminate the contract at its sole discretion due to unsatisfactory performance (e.g. poor quality, late delivery, non-delivery, etc.) during the window period of two months, following the occurrence of the unsatisfactory performance.

23. PAYMENTS

- 23.1 Payments will only be effected by the Department in the following cases:

23.1.1 The successful completion of a deliverable/ service in line with the specification/ terms of reference.

23.1.2 Invoices should be delivered/posted or e-mailed to reach the institution that placed the order, timeously.

23.1.3 The invoices must be accompanied by an inspection certificate and/or proof of delivery.

23.2 Companies not registered in terms of Value Added Tax, may not claim VAT on invoices.

24. SETTLEMENT OF DISPUTES

- 24.1 Should any dispute arise from the contract paragraph 27 of the General Conditions of Contract shall apply.



BD 26.3

CHECKLIST : COMPILATION OF PRICE QUOTATION DOCUMENTS FOR THE SUPPLY OF NON-PERISHABLE ITEMS			
		Yes	No
1.	Did you sign the SBD 1 form?		
2.	Does your Tax Status comply on CSD? Attached your summary copy of CSD not older than one (01) month.		
3.	Have you attached your Certified copies of your CIPLA and Certified ID Document? Valid and original/ Certified copy of BBBEE Certificate; or Sworn Affidavit for B-BBEE Qualifying Small Exempted Micro Enterprise/ B-BBEE Qualifying Small Enterprise (Certified Stamp date not older than SIX (06) months of closing date of Quotation)		
4.	Did you take note that no imported products will be accepted?		
5.	If you are not the actual manufacturer and source the products from another company, did you obtain and attach a supplier's letter (see SBD 27 and Par. 7.2.3.1 of Special Condition of Contract)?		
6.	Did you take note of the consequences should you omit to attach a supplier's letter (see paragraph 7.2.3.3 of special conditions of contract)?		
7.	Is the SBD 4 (Declaration of interest) completed and signed as required?		
8.	Is the SBD 6.1 form completed and signed and has documentary proof of points claimed been provided? <u>Please take note on Par 7.3.4 of Special Condition of contract to attached applicable document to claim points.-</u>		
9.	Take note that no late price quotations will be considered!		
10.	Did you take note of the documents that need to be in original format(See Par. 6.3 of the Special Condition of Contract)		
11.	Did you take note of the Content of BD 3.1 (Firm Prices)		
12.	Did you attached all applicable documents as accordance National Treasury Circular 01 of 2022/23 – See page 02		