



KANNALAND
MUNISIPALITEIT | MUNICIPALITY

FORMAL QUOTE NO: FQ 16/2026

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATION
SUPPLY AND DELIVERY EDUCATIONAL TOYS AND BOARD
GAMES FOR KANNALAND LIBRARIES (ONCE- OFF) FOR
KANNALAND MUNICIPALITY**

SUPPLIER NAME : _____

AMOUNT : _____

COMPLETION PERIOD: _____

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION AND THE BIDDING PROCEDURE
MAY BE VIA EMAIL TO:
supplychain@kannaland.gov.za

CHECKLIST OF DOCUMENTS TO BE PROVIDED BY THE BIDDER**NB: TO BE COMPLETED BY THE BIDDER**

1. DOCUMENTS TO BE SUBMITTED WITH THE BID:	
1.1 SARS Tax Compliance Pin in the name of the bidder.	☐
1.2 Signed Joint Venture Agreement in the case of a Consortium, Joint Venture or Sub-Contracting arrangement.	☐
1.3 Municipal Account.	☐
1.4 Valid and original/ certified copy of B-BBEE Certificate or Sworn Affidavit	☐
1.5 Central Supplier Database Registration	☐
2. THE BIDDER CONFIRMS THAT HE HAS DULY COMPLETED THE FOLLOWING BIDDING FORMS:	☐
2.1. MBD 1: Invitation to bid	☐
2.2. MBD 3.1: Pricing schedule –firm	☐
2.3. MBD 4: Declaration of Interest	☐
2.4. MBD 5: Declaration for procurement above R10 million (VAT included).	☐
2.5. MBD 6.1: Preference points claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution.	☐
2.6. MBD 6.2: Declaration Certificate for Local Production and Content.	☐
2.7 MBD 8: Declaration of bidder's past supply chain management practices	☐
2.8 MBD 9: Certificate of independent bid determination	☐
2.9 MBD 7.1: Contract Form – Purchase of Goods/Works	☐

I/we declare that all the required information furnished is true and correct.

.....:

.....

SIGNATURE(S) OF BIDDER(S)

Date

TENDER CONDITIONS AND INFORMATION

1.2.1 General and Special Conditions of Contract

The General Conditions of Contract (GCC) as well as Special Conditions of Contract (SCC) forming part of this set of tender documents will be applicable to this tender in addition to the conditions of tender. Where the GCC and SCC are in conflict with one another, the stipulations of the SCC will prevail.

1.2.2 Acceptance or Rejection of a Tender

The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or the tender scoring the highest points.

1.2.3 Validity Period

Bids shall remain valid for ninety (90) days after the tender closure date.

1.2.4 Registration on Accredited Supplier Database

It is expected of all prospective service providers who are not yet registered on the **National Central Supplier Database** and **Kannaland Supplier Database** to register without delay on the prescribed form. The Municipality reserves the right not to award tenders to prospective suppliers who are not registered on the Database.

1.2.5 Completion of Tender Documents

(a) The original tender document must be completed fully in black ink and signed by the authorized signatory to validate the tender. Section 5: DECLARATION must be completed and signed by the authorized signatory and returned. Failure to do so will result in the disqualification of the tender.

(b) Tender documents may not be retyped. Retyped documents will result in the disqualification of the tender.

(c) The complete original tender document must be returned. Missing pages will result in the disqualification of the tender.

(d) No unauthorized alteration of this set of tender documents will be allowed. Any unauthorized alteration will disqualify the tender automatically. Any ambiguity has to be cleared with contact person for the tender before the tender closure.

1.2.6 Compulsory Documentation

1.2.6.1 Tax Clearance Certificate

(a) The bidder must submit an original Tax Compliance Status (TCS) Pin from the South African Revenue Services. The Municipality will check the compliance status with the South African Revenue Services.

(b) In the case of a Consortium/Joint Venture every member must submit a separate Tax Compliance Status (TCS) Pin with the bid documents.

(c) If a bid is not supported by a valid original Tax Compliance Status (TCS) Pin, either as an attachment to the bid documents or on record in the case of suppliers registered on the **National Central Supplier Database and Kannaland Supplier Database**, the Municipality reserves the right to obtain such document after the closing date to verify that the bidder's tax matters are in order. If no such document can be obtained within a period as specified by the Municipality, the bid will be disqualified.

1.2.8 Other Documentation

1.2.8.1 Construction Industry Development Board (CIDB) (If applicable)

When applicable, the bidder's CIDB registration number must be included with the tender. The Municipality will verify the bidder's CIDB registration during the evaluation process.

1.2.8.2 Municipal Rates, Taxes and Charges

(a) A certified copy of the bidder's and those of its directors' municipal accounts (for the Municipality where the bidder pays his account) for the month preceding the tender closure date must accompany the tender documents. If such a certified copy does not accompany the bid document of the successful bidder, the Municipality reserves the right to obtain such documents after the closing date to verify that their municipal accounts are in order.

(b) Any bidder which is or whose directors are in arrears with their municipal rates and taxes or municipal charges due to any Municipality or any of its entities for more than three months and have not made an arrangement for settlement of same before the bid closure date will be unsuccessful.

(c) If a bidder rents their premises, proof must be submitted that the rental includes their municipal rates and taxes or municipal charges and that their rent is not in arrears.

1.2.9 Authorized Signatory

(a) A copy of the recorded Resolution taken by the Board of Directors, members, partners or trustees authorizing the representative to submit this bid on the bidder's behalf must be attached to the Bid Document on submission of same.

(b) A bid shall be eligible for consideration only if it bears the signature of the bidder or of some person duly and lawfully authorized to sign it for and on behalf of the bidder.

(c) If such a copy of the Resolution does not accompany the bid document of the successful bidder, the Municipality reserves the right to obtain such document after the closing date to verify that the signatory is in order. If no such document can be obtained within the period as specified by the Municipality, the bid will be disqualified.

1.2.10 Site / Information Meetings (NOT Applicable)

(a) Site or information meetings, if specified, are compulsory. Bids will not be accepted from bidders who have not attended compulsory site or information meetings. Bidders that arrive 15 minutes or more after the advertised time the meeting starts will not be allowed to attend the meeting or to sign the attendance register. If a bidder is delayed, he must inform the contact person before the meeting commences and will only be allowed to attend the meeting if the chairperson of the meeting as well as all the other bidders attending the meeting, give permission to do so.

(b) All partners or the leading partner of a Joint Venture must attend the compulsory site or information meeting.

1.2.11 Samples

Samples, if requested, are to be provided to the Municipality with the tender document or as stipulated.

1.2.12 Quantities of Specific Items

If tenders are called for a specific number of items, the Municipality reserves the right to change the number of such items to be higher or lower. The successful bidder will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful bidder does not accept the new scenario, it will be offered to the second-placed bidder. The process will be continued to the Municipality's satisfaction.

1.2.13 Submission of Tender

The quotes must be EMAILED TO supplychain@kannaland.gov.za

1.2.14 Expenses Incurred in Preparation of Tender

The Municipality shall not be liable for any expenses incurred in the preparation and submission of the tender.

1.2.15 Contact with Municipality after Tender Closure Date

Bidders shall not contact Kannaland Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded. If a bidder wishes to bring additional information to the notice of Kannaland Municipality, it should do so in writing to Kannaland Municipality. Any effort by the firm to influence Kannaland Municipality in the bid evaluation, bid comparison or contract award decisions may result in the rejection of the bid.

1.2.16 Opening, Recording and Publications of Tenders Received

(a) Tenders will be opened on the closing date immediately after the closing time specified in the tender documents. If requested by any bidder present, the names of the bidders, and if practical, the total amount of each bid and of any alternative bids will be read out aloud.

(b) Details of tenders received in time will be recorded in a register which is open to public inspection.

(c) Faxed, e-mailed and late tenders will not be accepted.

1.2.17 Evaluation of Tenders

Tenders will be evaluated in terms of their responsiveness to the tender specifications and requirements as well as such additional criteria as set out in this set of tender documents.

1.2.18 Procurement Policy

Bids will be awarded in accordance with the Preferential Procurement Regulations, 2022 pertaining to the Preferential Procurement Policy Framework Act, No 5 of 2000 and its amendments as well as the Municipality's Supply Chain Management Policy.

1.2.19 Contract

(a) The successful bidder will be expected to sign the agreement in MBD 7 FORM of this bid document. The signing of both Parts of MBD 7 FORM of this bid document signifies the conclusion of the contract. The Municipality, at its discretion, may request the signing of an additional Service Level Agreement which, together with the signed tender document, will constitute the full agreement between the Municipality and the successful bidder.

1.2.20 Subcontracting (NOT Applicable)

(a) The Contractor shall not subcontract the whole of the Contract.

(b) Except where otherwise provided by the Contract, the Contractor shall not subcontract any part of the Contract without the prior written consent of the Municipality, which consent shall not be unreasonably withheld.

(c) The contractual relationship between the Contractor and any subcontractors selected by the Contractor in consultation with the Municipality in accordance with the requirements of and a procedure contained within the Scope of Work, shall be the same as if the Contractor had appointed the subcontractor in terms of paragraph (b) above.

(d) Any consent granted in accordance with paragraph (b) or appointment of a subcontractor in accordance with paragraph (c) shall not imply a contract between the Municipality and the subcontractor, or a responsibility or liability on the part of the Municipality to the subcontractor and shall not relieve the Contractor from any liability or obligation under the Contract and he shall be liable for the acts, defaults and neglects of any subcontractor, his agents or employees as fully as if they were the acts, defaults or neglects of the Contractor, his agents or employees.

(e) The Contractor shall not be required to obtain such consent for –

- (i) the provision of labour, or
- (ii) the purchase of materials which are in accordance with the Contract, or
- (iii) the purchase or hire of Construction Equipment.

1.2.21 Language of Contract

The contract documents will be compiled in English, and the English versions of all referred documents will be taken as applicable.

1.2.22 Extension of Contract

The contract with the successful bidder may be extended should additional funds become available.

1.2.23 Stamp and Other Duties

The successful bidder will be liable for all duties and costs on legal documents resulting in the establishment of a contract and for the surety and retentions.

1.2.24 Wrong Information Furnished

Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract.

1.2.25 Past Practices

(a) The bid of any bidder may be rejected if that bidder or any of its directors have abused the municipality's supply chain management system or committed any improper conduct in relation to such system.

(b) The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors influenced or tried to influence any official or councilor with this or any past tender.

(c) The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors offered, promised or granted any official or any of his/her close family members, partners or associates any reward, gift, favor, hospitality or any other benefit in any improper way, with this or any past tender.

1.2.26 Enquiries

Enquiries in connection with this bid, prior to the bid closure date, may be addressed to SCM by e-mail supplychain@kannaland.gov.za

1.3 SPECIAL CONDITIONS OF CONTRACT

1.3.1 Introduction

The Kannaland Municipality wishes to enter into a contract with a suitable supplier or suppliers for **SUPPLY AND DELIVERY OF EDUCATIONAL TOYS AND BOARD GAMES FOR KANNALAND LIBRARIES (ONCE- OFF) FOR KANNALAND MUNICIPALITY**

1.3.2 Conditions

- 1.3.2.1 No bidder will be allowed to withdraw any part of their bid after the closing date and before the award is made. Any withdrawal or change to any part of the document will result in the disqualification of the whole tender.
- 1.3.2.2 Section 1.4.3 must be completed. If it is not completed comprehensively, the bid will be regarded as non-responsive and be disqualified.
- 1.3.2.3 The successful bidder is responsible for the transport and delivery costs of all products to the various delivery points and these costs must be included in the prices offered.
- 1.3.2.4 Deliveries must be made to the Stores of the Municipality as requested on the official order. These Stores are situated at Ladismith.
- 1.3.2.5 The successful bidder must inform the Municipality of at least five (5) working days in advance of the date and time of the delivery. All products must be offloaded and safely stacked by the successful bidder.
- 1.3.2.6 Data sheets for each product must be included in the tender submission. Failure to do so will result in the bid not being accepted.
- 1.3.2.7 Bidders, who are not manufacturers or importers of the products, must submit written proof of appointment for the distribution of the products to our Municipality. Failure to submit proof will invalidate the tender. This letter must not be older than 1 year.
- 1.3.2.8 Quotations might be awarded per product.
- 1.3.2.9 Should price fluctuations vary by 3% or more, the bidder must submit written proof of new fuel prices or exchange rates. Written notification of price adjustments must be submitted before the 15th of the month for implementation on the 1st of the following month. Price adjustments based on fluctuations in the exchange rate and/or fuel prices will be implemented only if the effect of the fluctuations is more than 3%.
- 1.3.2.10 Any other requests for price adjustments must be well motivated and submitted to the Director: Technical Services, for approval. The Municipality reserves the right to reject such a request and if not accepted by the bidder, the Municipality may purchase the product from the alternative supplier and/or cancel the contract, with immediate effect.
- 1.3.2.11 Paragraphs 2.1.1.1, 2.1.2.1, 2.1.3.1, 2.1.4.1, 2.1.5.1, 2.1.6.1, 2.1.7.1, 2.1.8.1, 2.1.9.1 and 2.1.10.1 form part of the Special Conditions of Contract.
- 1.3.2.12 The Municipality reserves the right to request samples from bidders. Failure to submit these samples within the given time will result in the tender being unsuccessful.
- 1.3.2.13 These samples will be tested and should samples not meet the Municipality's requirements the bid will be rejected.
- 1.3.2.14 The three (3) highest scoring bidders' products will be tested and should samples not meet the Municipality's requirements the bid will be rejected. These tests will apply to, but are not limited to, products that have not been used by the Municipality in the past.
- 1.3.2.15 Quantities ordered will vary from time to time.
- 1.3.2.16 Trial runs

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- (a) The Municipality reserves the right to award the tender subject to a trial run for a period of thirty (30) days for the highest scoring bidder.
 - (b) Should the product not meet the requirements of the Council, the Municipality reserves the right to source the product from an alternative bidder.

1.3.2.20 Alternative bidders will be appointed. These bidders will be used in the case where the preferred bidder is unable to supply the required products.

**KANNALAND MUNICIPALITY
QUOTE NO: FQ 16/2026
REQUEST FOR FORMAL WRITTEN PRICE
QUOTATION:
SUPPLY AND DELIVERY OF EDUCATIONAL TOYS
AND BOARD GAMES FOR KANNALAND
LIBRARIES (ONCE- OFF) FOR KANNALAND
MUNICIPALITY**

A**CERTIFICATE OF AUTHORITY FOR SIGNATORY****Notes to tenderer:**

1. The signatory for the tenderer shall confirm his/her authority thereto by attaching on the tendering company's letterhead a duly signed and dated copy of the relevant resolution of the board of directors/partners.
2. In the event that the tenderer is a joint venture, a certificate is required from each member of the joint venture clearly setting out:
 - authority for signatory,
 - undertaking to formally enter into a joint venture contract should an award be made to the joint venture,
 - name of designated lead member of the intended joint venture, as required by tender condition.
3. The resolution below is given as an example of an acceptable format for authorisation, but submission of this page with the example completed shall not be accepted as authorisation of the tenderer's signatory.

By resolution of the board of directors passed at a meeting held on

Mr/Ms,
 whose signature appears below, has been duly authorised to sign all documents in connection with the tender for **FQ 16/2026 – SUPPLY AND DELIVERY OF EDUCATIONAL TOYS AND BOARD GAMES FOR KANNALAND LIBRARIES (ONCE- OFF) FOR KANNALAND MUNICIPALITY** and any contract which may arise therefrom on behalf of *enter name of tenderer in block capitals*

.....

SIGNED ON BEHALF OF THE COMPANY:

IN HIS/HER CAPACITY AS:

DATE:

SIGNATURE OF SIGNATORY:

WITNESS:

SIGNATURE

SIGNATURE

NAME (PRINT)

NAME (PRINT)

B

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE KANNALAND MUNICIPALITY					
BID NUMBER:	FQ 16/2026	CLOSING DATE:	26 AUGUST 2026	CLOSING TIME:	12H00
DESCRIPTION	SUPPLY AND DELIVERY OF EDUCATIONAL TOYS AND BOARD GAMES FOR KANNALAND LIBRARIES (ONCE- OFF) FOR KANNALAND MUNICIPALITY				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BIDDING RESPONSE DOCUMENTS MAY BE DEPOSITED					
Into the tender box at the Municipal Office, Head Building OR emailed to supplychain@kannaland.gov.za 32 Church street, Ladismith, 6655					
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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED? ☐ Yes ☐ No [IF YES, ANSWER PART B:3]		
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE		R
SIGNATURE OF BIDDER	 DATE				
CAPACITY UNDER WHICH THIS QUOTE IS SIGNED					
BIDDING PROCEDURE ENQUIRIES AND TECHNICAL INFORMATION MAY BE DIRECTED TO:					
E-MAIL ADDRESS	supplychain@kannaland.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. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER 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 THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO 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 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.7 WHERE NO TCS 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 ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

**C PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

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.....

Closing Time Closing Date

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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- | | | |
|---|--|--------------------------|
| - | Required by: | |
| - | At: | |
| | | |
| - | Brand and Model | |
| - | 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 |
| - | Delivery basis | |

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

** “all applicable taxes” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

D DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state*.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 3.1. Full Name of bidder or his or her representative:
 - 3.2. Identity Number:
 - 3.3. Position occupied in the Company (director, trustee, hareholder²):.....
 - 3.4. Company Registration Number:
 - 3.5. Tax Reference Number:
 - 3.6. VAT Registration Number:
 - 3.7. The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
 - 3.8. Are you presently in the service of the state* **YES / NO**
 - 3.8.1. If so, furnish particulars.

.....

.....
 - 3.9. Have you been in the service of the state for the past twelve months? **YES / NO**
 - 3.9.1. If so, furnish particulars.

.....

.....

* MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council.
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces.
- (b) a member of the board of directors of any municipal entity.
- (c) an official of any municipality or municipal entity.
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

3.10. Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

YES / NO

3.10.1. If so, furnish particulars.

.....

.....

3.11. Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

YES / NO

3.11.1. If so, furnish particulars

.....

.....

3.12. Are any of the company's directors, managers, principal shareholders or stakeholders in service of the state?

YES / NO

3.12.1. If so, furnish particulars.

.....

.....

3.13 Are any spouses, child or parent of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state?

YES / NO

3.13.1 If so, furnish particulars.

.....

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.

YES / NO

3.14.1 If yes, furnish particulars:

.....

.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature.....
Date.....
Capacity.....
Name of Bidder

MBD 6.1

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

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

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, 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 R30 000 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 The applicable preference point system for this tender is the 80/20 preference point system.
- 1.3 Preference points for this bid shall be awarded for:
- (a) Price; and
 - (b) B-BBEE Status Level of Contributor and Locality of supplier
- 1.4 The maximum points for this tender are allocated as follows:

		POINTS
PRICE		80
SPECIFIC GOALS	B-BBEE Status Level of Contributor	10
	Locality of supplier	10
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 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 the purchaser.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation.
- (b) **“price”** means an amount of money tendered for goods or services and includes all applicable taxes less all unconditional discounts.
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales

- and disposal of assets through public auctions; and
 (e) “the Act” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. ADJUDICATION USING A POINT SYSTEM

- 3.1. The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2. Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
- 3.3. Points scored must be rounded off to the nearest 2 decimal places.
- 3.4. In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5. However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6. Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE

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

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

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

Where

- P_s = Points scored for comparative price of bid under consideration
 P_t = Comparative price of bid under consideration
 $P_{\min}$ = Comparative price of lowest acceptable bid

5. SPECIFIED CONTRACT PARTICIPATION GOALS

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:

A maximum of 20 points (80/20 preference points system) or 10 (90/10 preference points system), will be allocated for specific goals. These goals are:

- (a) B-BBEE scorecard.
- (b) local labour and/ or promotion of enterprises located in the municipal area (phased in approach to be applied for other RDP goals)

Table 1: Specific goals for the tender and points claimed are indicated per the table below. (Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender		Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
BBBEE scorecard	B-BBEE Status Level of Contributor		
	1	10	
	2	9	
	3	6	
	4	5	
	5	4	
	6	3	
	7	2	
	8	1	
	Non-compliant contributor	0	
Local area of supplier	Within the boundaries of the Kannaland municipality	10	
	Within the boundaries of Garden Route District	6	
	Within the boundaries of the Western Cape Province and other Provinces	4	

A tenderer must submit proof of its Location and BBBEE status level contributor [scorecard].

A tenderer failing to submit proof of Location and BBBEE status level of contributor –

- may only score in terms of the 80/90-point formula for price; and
- scores 0 points for Location and BBBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.

The preference points scored by a tenderer must be added to the points scored for price.

The points scored must be rounded off to the nearest two decimal places.

The contract must be awarded to the tenderer scoring the highest preference points.

6. DECLARATIONS WITH REGARD TO COMPANY/FIRM

6.1. Name of firm :

6.2. Company registration number

6.3. 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]

6.4. I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the **Specific Goals (B-BBEE and**

Locality) indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct.
- (iv) If the Specific Goals (B-BBEE and Locality) has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser 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.

.....
SIGNA TURE(S) OF TENDERER(S)

SURNAME AND NAME:

DA TE:

ADDRESS:

.....

.....

.....

F. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		

Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO THE CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

NAME OF BIDDER: _____

FURTHER DETAILS OF BIDDER'S: Directors / Shareholder / Partners, etc.

Director /Shareholder /partner	Physical address of the Business	Municipal Account	Physical residential address of the Director Shareholder /partner	Municipal Account numbers

NB: Please attach certified copy (ies) of ID documentation.

I, _____

(full name in block letters) the undersigned, certify that the information furnished on this declaration form is correct and that I / we have no undisputed commitments for municipal services towards a municipality in respect of which payment is overdue for more than 90 days.

If the value of the transaction is expected to exceed R10 million (VAT included) I certify that the bidder has no undisputed commitments for municipal services towards **a Municipality** in respect of which payment is overdue for more than 30 days.

THUS, DONE AND SIGNED for and on behalf of the bidder, at _____, on

the _____ day of _____ 20_____.

G. CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 2 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate.
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. 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.
10. 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.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

H. TAX CLEARANCE CERTIFICATE REQUIREMENTS (MBD 2)

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with the South African Revenue Service (SARS) to meet the bidder's tax obligations.

1. In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
2. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
3. The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
4. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
5. Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website www.sars.gov.za.
6. Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

PLEASE COMPLETE FOR CONSENT

I..... (Name) the undersigned in my capacity as
 (Position) on behalf of (Name
 of company) herewith grant consent that Kannaland Municipality may verify our tax compliance
 status on SARS e-filing using PIN issued. For this purpose, our unique security personal
 Identification number:(PIN) is and Taxpayer Reference number:

I. CENTRAL SUPPLIER DATABASE (CSD)

The bidder shall provide a printed copy of the active Supplier Listing on the National Treasury Central Supplier Database (www.treasury.gov.za). Bidders who are not registered on the Central Supplier Database must do so before they submit their bids and attach the CSD registration report or attach proof that they are in the process of registration.

Bidders received from such bidders who have not submitted proof of their registration their tender submissions, will not be considered.

Failure to satisfy the eligibility criteria is a breach of the Conditions of this quote and as such, results in instant disqualification

In the case of a Joint Venture, a printed copy of the Active Supplier Listing must be provided for each member of the Joint Venture.

For CSD registration logon to: <https://secure.csd.gov.za/>

Name of Bidder:

Central Supplier Database Supplier Number: **MAAA**

Central Supplier Database 36 Digit Code/reference Number:

Supplier commodity:

J. DESCRIPTION OF GOODS/SERVICES

NO.	NO. OF PIECES	TOY TITLE	DESCRIPTION
1	4X48 pc	Put wooden together of children's picture	Wooden puzzle pieces - 12x Farm community, 12x Animal feeding, 12x Farm animals
2	4x15 pc	IQ Link	1x Plastic game board box, 1x Game rules, 1x Challenge & Solution booklet, Plastic Puzzle Pieces: x2 purple, x2 red, x1 dark green, x1 mid green, x1 neon green, x1 neon pink, x1 yellow, x1 pink x1 dark blue, x1 mid blue
3	4x36 pc	In the jungle	Wooden puzzle pieces - 6x Zebra, 8x Giraffe, 10x Tiger, 12x Elephant
4	4x18 pc	South Africa	17 Wooden puzzle pieces, 1x Colorful full size poster
5	4x25 pc	Hygiene habits are fun	24x Wooden puzzle pieces
6	4x27 pc	Alphabet Puzzle'	26 Wooden lower case letters, 1x Wooden tray
7	4x7 pc	Peg Puzzle My Body - Girl	6x Wooden puzzle pieces of the body (girl), 1x Wooden tray
8	4x7 pc	Peg Puzzle My Body - Boy	6x Wooden puzzle pieces of the body (boy), 1x Wooden tray
9	4x9 pc	Shapes Puzzle'	9x Wooden puzzle pieces of colorful shapes, 1x Wooden tray
10	4x24 pc	My Body floor puzzle	24x Wooden puzzle pieces
11	4x127 pc	Magnetic Matching Picture Game	119x Wooden Magnets, 2x Double sided background cards, 4 Double sided suggestion cards

12	4x7 pc	Train Set Accessory - Traffic Signs	Wooden traffic sign accessories: x1 pedestrian sign, x1 traffic lights sign, x1 No Parking sign, x1 No Entry sign, x1 Stop sign, x1 No U-Turn sign, x1 Wheelchair Accessible sign
13	4x29 pc	Shapes & Colors Domino	28x Domino cards, 1x Instructions leaflet
14	4x122 pc	Peg designs	1x Plastic storage carry case with peg lid, 120 x Assorted color pegs
15	4x29 pc	Tell the time	14x Self-correcting 2 piece puzzles, 1x Clock with moving hands
16	4x4 pc	Edu nation- Educational Products & Toys	2x Wooden shoe templates, 2x Laces (Green & Red)
17	4x30 pc	Peg designs	1x Yellow plastic bucket, 1x Lid (green) with shape cut-outs, Plastic shapes - 7x Green 7x Yellow 7x Blue & 7x Red
18	4x85 pc	Fun with beads	1x Activity guide, 4x white Laces, Beads- 20x Green 20x Red 20x Yellow 20x Blue
19	4x63 pc	Link 'N Spell	50x Plastic letters, 10x Picture strips, 1x Activity book, 1x Practice letter mat, 1x Activity guide
20	4x26 pc	Balancing Game - Elephant	1x Elephant base, 1x Base, 1x Instructions pamphlet, 24x Cylinders (4x Green 4x Red 4x Purple 4x Yellow 4x Orange 4x Blue in small, medium & large), x1 wooden dice
21	4x13 pc	Lacing Blocks	1x Lace wooden blocks, 9x vehicles, 1x bush, 1x traffic light, 1x traffic sign
22	4x20 pc	Lacing Wild Animals	Laces: x1 green, x1 yellow, x1 blue, x1 black. Wooden blocks: 4x pcs - lion, 4x pcs - zebra, 4 x pcs - crocodile, 4 x pcs elephant
23	4x13 pc	Lacing Blocks	1x lace wooden blocks, 7 farm animals, 2x farmers, 1 x barn, 1 x tractor, 1x tree

24	2x1 pc	Clam Pool	x1 pink clam-shaped plastic pool
25	4x6 pc	Giant Game: Snakes & Ladders	x1 70x54x.03cm snakes & ladders mat, Plastic tokens: x1 blue, x1 red, x1 green, x1 yellow
26	4x1 pc	Roller Coaster - Early Education Toy Beads	1x plastic base, 1x white wire, 1x pink wire, 1x purple wire, Triangle beads: 3x pink, 3x white, 3x lilac, Flower beads: 3x yellow, 3x dark blue, 3x green flower beads, Animal beads: x1 sea horse, 1x octopus, 1x jelly fish, 1x tortoise, 1x crab, 1x whale, x4 baby blue beads, 4x yellow beads, 4x blue beads, 4x pink beads, 4x dark blue beads
27	4x163 pc	Little Learners Pack	1x62 wooden memory match pieces (with 1 extra piece - tree image), 1x56 wooden Go-Together puzzle pieces, x20 Wooden Color Match puzzle pieces, x20 Wooden Shape Match pieces, Jigsaw Puzzles: x3 sheep pcs, x4 duck pcs, x5 chicken pieces, x6 cow pieces, x1 Instruction Booklet
28	4x2 pc	Wooden Abacus	x1 wooden frame, x1 Instruction Manual, 20x red beads, x20 yellow beads, x20 green beads, x20 natural beads, x20 blue beads
29	4x52 pc	50pc Colorful Building Blocks	x1 bucket with shape cut outs in the lid, x1 red bag, x2 red wooden support tunnels, x2 pink semicircle wooden blocks, x2 dark blue wooden cylinders, x2 orange wooden cylinders, x2 wooden light green cylinders with oval base, x2 big red triangles, x1 red right angle triangle, x1 yellow right angle triangle (prism), x1 small red triangle, x1 small blue triangle, x2 dark blue numbered rectangle, x1 dark blue rectangle, x1 green rectangle, x2 small rectangles, x4 white rectangles, x3 numbered red triangles, x2 flat medium wooden squares, x2 flat small squares, x10 yellow squares with numbers/letters, x6 purple squares with numbers/letters, x2 green squares with numbers, x1 Instruction page
30	2x1 pc	Dolls world - early moment	x1 Anatomically correct bathable doll (41cm)

31	4x19 pc	Farm set'	1x Big orange horse, 1x Small yellow horse, 1x Big orange bull, 1x Medium black and white cow, 1x Small yellow cow, 1x Medium pink donkey, 1x Small pink donkey, 1x Big grey goat, 1x Medium brown goat, 1x Small grey goat, 1x Small grey sheep, 1x Big brown pig, 1x Small yellow pig, 1x Small black dog, 1x Small white and black dog, 4x Plastic brown fences
32	4x16 pc	Farm set (in clear container)'	1x Green tractor with trailer, 1x Yellow tractor with black trailer and 3 wooden logs, 1x Red tractor with water container on trailer, 1x Cow, 1x sheep, 1x Donkey, 1x Red chicken, 1x Orange chicken, 1x Goose, 1x Duck, 1x Horse, 1x Dog, 2x Red fences, 1x Palm tree
33	10x12 pc	Non-Toxic Jumbo Crayon	x1 each of the following colors: yellow, mid blue, grey, light green, red, black, orange, dark green, pink, brown, dark blue, purple
34	10x1 pc	Dala Dough	x2 packets blue dough, x2 packets dark red dough, x2 packets green dough, x2 packets bright red dough & x2 packets yellow dough
35	8x26 pc	Xhosa Fundis Alphabet Cards	26 A4 Alphabet Cards. A letter of the alphabet on each card.
36	8x56 pc	Addition 0-12 Flash Cards	55 problem cards with sums on both sides & x1 parent card (information card)
37	8x36 pc	Flashcards Numbers	x1 parent/ information card & x36 Numbers 1 - 20 flash cards with numbers and the corresponding amount of objects
38	8x36 pc	Profession Flash Cards	x36 double-sided cards with different professions
39	8x36 pc	Animal Flash Cards	x 36 double-sided cards with animals
40	8x36 pc	123 Flash Cards	x12 double-sided card with numbers 1 - 12, x11 double-sided cards with names of colors written in that specific color, x13 double-sided with opposite words
41	8x52 pc	Alphabet Flash Card	x26 yellow double-sided cards with a letter of the alphabet and an object whose name starts with that letter, x26 orange double-sided cards with a letter of the alphabet with a word that

			starts with that letter
42	8x40 pc	All About Phonics Flashcards	x1 parent/ information cards, x40 with a letter of the alphabet and an object
43	8x36 pc	Flash Cards Alphabet	x1 parent/information card, x36 double-sided with a letter of the alphabet and an object whose name starts with that letter
44	8x36 pc	Flash Cards Colors	x1 parent/information card, x36 double-sided cards with colors and objects
45	8x36 pc	Flash Cards Baby Animals	x1 parent/ information cards, x36 double-sided cards with animals
46	8x36 pc	Flash Cards Shapes	x1 parent/information card, x36 double-sided cards with shapes
47	2x19 pc	Cash register	x1 red & yellow plastic cash register with an attaching yellow 'electronic scale' & yellow plastic scanner , x1 pink trolley, x1 plastic yellow lemon, x1 plastic red tomato, x1 carrot, x1 purple eggplant, x1 white plastic water bottle, x1 white milk carton, x1 white plastic carton with the words 'Farm Fresh ' on the front, x1 brown 'Farm Fresh' Fish Food container, x1 blue & yellow bank card, x8 grey color plastic coins with different 'monetary' values.
48	4x 1pc	Monkey Drum	x1pc Monkey Drum with an image of a Native American man in traditional dress on both sides attached to a wooden handle
49	4x 1pc	Plastic Tambourine	x1 pink tambourine, x14 pink caps (for sound)
50	4x7 pc	Musical Instrumental Set	1x hand drum & 1 wooden stick, 1 metal triangle & 1 metal stick, 2x maracas (wooden rattles), 1x rhythm clapper with 8 caps (for sound)
51	4x6 pc	Hand Puppets Animals	x1 grey & white rhinoceros, x1 brown & beige monkey, x1 pink, black & white cow, x1 cream & green tortoise, x1 light tan lion, x1 pink pig

52	4x5 pc	Finger Puppets Animals	x1 orange dog, x1 pink pig, x1 white sheep, x1 brown bull, x1 orange & beige goat
53	1x4 pc	Emotion beanless bag set	Small, round pillows: x1 smiley, x1 happy, x1 sad, x1 silly
54	4x1 pc	Jump String for Health	x1 purple jump rope with x1 wooden handles attached on each side of the rope
55	4x78pc	Fun with Beads	x1 clear tub, x1 dark blue lace, x19 dark blue beads, x1 yellow lace, x19 yellow beads, x19 dark green beads, x1 red lace, x18 red beads
56	4x120pc	House Building Engineering	x12 orange triangles, 24 blue triangles, x12 green triangles, x48 yellow triangles, 24x red triangles
57	4x26 pc	Geometric Stacker	1x Wooden Base, 11x Square Wooden Blocks, 8x Round Wooden Blocks, 6x Octagon Wooden Blocks in different colors
58	4x3 pc	Hoola Hoops	Plastic hoola hoops: x1 purple, x1 pink, x1 blue
59	4x36 pc	In the Jungle - A set of 4 puzzles	Zebra 6x pieces, Tiger 10x pieces, Giraffe 8x pieces & Elephant 12x pieces
60	4x1pc	911 Ambulance/Police Van	x1 White and blue police/ambulance van with blue and red police lights on top, '911' and A police badge is displayed on the toy van
61	4x4pc	Invicta - Education	1 x Rocker Scale, 2x Transparent 0.5 liter tubs, 1x product guide
62	4x1pc	Dough Cutting Board	x1 flexible red plastic dough cutting board
63	4x1pc	Wooden washing machine	x1 white wooden washing machine

64	4X1pc	Wooden stove	x1 wooden stove: pink oven door with metal handle, pink warming drawer with metal handle, x4 black stove plates, x4 knobs: x1 red, x1 yellow, x1 blue, x1 green
65	4x1pc	Fire Rescue Truck	x1 pce red fire truck with a white extension ladder and red basket mounted on top
66	4x1pc	Combat Arms	x1 black police bulletproof vest, x1 white police helmet, x1 white and red smoke grenade, 1 x set of silver-colored plastic handcuffs, x1 black plastic baton, x1 plastic black walkie talkie, x1 silver-colored plastic police badge
67	4x6 pc	Doctor Costume Set	x1 green scrub cap, x1 green face mask, x1 green vest, x1 green pants, x1 white doctor's coat, x1 pink material and clear plastic garment bag
68	4x26pc	Cotton Reels & Laces	X1 Green lace, x1 yellow lace, x6 red plastic cotton reels, x6 green plastic cotton reels, x6 yellow plastic cotton reels, x6 blue plastic cotton reels
69	4x14pc	The Three Section Train Blocks	x1 Multi-colored Wooden Train, x2 attachable (with red string) wooden carriages, Rectangular prisms: x1 red, x1 green, x2 red cylinders, x1 red triangular prism, x2 green triangular prism, Large Cubes: x1 yellow, x1 green, Small cubes: x1 yellow, x1 green
70	4x60pc	Funny Blocks	6x Yellow blocks, 10x Dark blue blocks, 9x White blocks, 2x Grey blocks, 3x peach blocks, 20x Wheel blocks
71	4x6pc	Egg shakers	x6 pc red plastic egg-shaped shakers
72	4x16pc	Frying Pan	Plastic items: x1 black plastic frying pan with clear lid, x1 neon green bowl, x1 neon green heart-shaped serving platter, x1 tomato sauce squeeze bottle, x1 natural tomato juice, x1 pizza, x1 red soda 'can', x2 red plates, x1 quarter chicken, x1 neon green serving platters, x1 dark cream spatula, x1 dark cream serving spoon, x1 dark cream slotted spoon, x1 'slab' chocolate in a box marked 'Dove', x1 pc of 'meat', x2 pizza slices, x1 red & green stove plate, x1 neon orange prawn, x1 green crab

73	4x7pc	Food set with basket	Plastic items: x1 green basket, x1 lemon, x1 orange, x1 apple, x1 tomato, x1 red onion, x1 greenpepper
74	4x12pc	Activity Doh (Cookie cutters with rolling pin)	Plastic items: x1blue & orange rolling pin, x1 red measuring spoon, x1 red & yellow dough cutter, x1 yellow spatula, cookie cutters: x2 red, x2 yellow, x2 green, x2 blue
75	4x7pc	Happy Food	Plastic items: x1 red container with fries, x3 shrimp, x1 spoon, x1 knife, x1 fork
76	4x4pc	Syringes	Plastic syringes: x1 red, x1 blue, x1 yellow, x1 green
77	4x6pc	Measuring Cup 6pcs	Plastic measuring cups: x1 red 7.5ml, x1 purple 15ml, x1 yellow 60ml, x1 green 86ml, x1 blue 125ml, x1 orange 250ml
78	4x15pc	Sweet Dessert	Plastic items: Macaroons: x1 purple, x1 green, x1 pink, Ring doughnuts: x1 brown, x1 pink, x1 green, Biscuits: x3, Sweets: x1 purple, x1 pink, x1 slice of strawberry cake, x1'Happy Birthday' cake, x1 pink & green tart, x1 purple dessert
79	4x27pc	Recycle & Waste Sorting Game	x1 wooden base, x 1 wooden card with the words glass and metal, x1wooden card with the words plastic & paper, x24 white cards with objects on it
80	4x9pc	Kitchen Play Set	Metal set: x1 pot with lid, x1 bowl, x1 saucepan, X1 slotted spoon, x1 slotted spatula, x1 soup ladle, x1 pasta spoon/spaghetti server
81	4x25pc	Kitchenware	Plastic items: x1 brown chopping board, x3 knives with green handles, x1 green vegetable peeler, x1 pink knife sharpener, x1 pink base of knife holder, Knife holder slots:x2 pink , x2 beige, x1 red pot, Pans: x1 purple, x1 yellow, Saucepans: x1 pink, x1 dark green, Lids: x1 orange, x1 green, x2 halves of an orange carrot, x1 yellow with blue handle serving spoon, x1 yellow with green handle pasta spoon/spaghetti server, x1 yellow with purple handle slotted spoon, x1 yellow with orange handle slotted spatula, x1 yellow with pink handle soup ladle
82	4x1pc	Ironing Board	x1 Pink Ironing Board

83	4x1pc	Scooter	x1 Red Scooter
84	8x1pc	Poster: Days of the Week	x1 poster with the days of the week
85	8x1pc	Poster: Profession	x1 poster with various professions
86	8x1pc	Poster: Safety	x1 Safety poster about playground, fire, personal, electrical safety awareness
87	8x1pc	Poster: Months & Seasons, Afrikaans and English	x1 Months & Seasons Poster: The 4 seasons, the 12 months in the year
88	8x1pc	Poster: Transport	x1 Transport Poster: Various modes of transport for Air, Land, Railway & Water
89	8x1pc	Poster: Vegetables	x1 Vegetables Poster: Various vegetables names & images
90	8x1pc	Poster: Imifuno	x1 Vegetables Poster: Various vegetables names & images in isiXhosa
91	4 x 31pc	African Sunshine Phonics Stage 1 - Set of 31 Flash Cards	
92	2 x1	World Map Non-Slip Carpet - 200 x 200cm	
93	3x1	Classroom & Household Mobile Storage Organizer - 10 Bins	1 x Storage Organizer with 10 x bins for drawers.
94	2x1	12 Bin Storage Organizer with Steel Frame	1 x Storage Organizer with 12 x colored bins

LOCATION OF WORKS

Materials should be delivered to Kannaland Municipality in Ladismith.

K. Pricing Schedule

1. Refer to excel spreadsheet for completion of pricing schedule.
2. Pricing schedule must be fully completed and submitted electronically in excel format. In order to be compliant, the pricing schedule must be completed in full (each item must be priced as per measured units) if any clarity refer to supplychain@kannaland.gov.za
3. Complete the excel spreadsheet and submit with your formal quotation in electronic format.

Fill in the yellow fields only					SUPPLIER NAME	
FORMAL QUOTE NO: FQ 16/2026						
SUPPLY AND DELIVERY OF EDUCATIONAL TOYS AND BOARD GAMES (ONCE OFF) FOR KANNALAND MUNICIPALITY						
ITEM NO.	DESCRIPTION	SIZE	QUANTITY	RATE	AMOUNT (EXCL. VAT)	
1	Put wooden together of children's picture	48 pc	4		R	-
2	IQ Link	15 pc	4		R	-
3	In the jungle	36 pc	4		R	-
4	South Africa	18 pc	4		R	-
5	Hygiene habits are fun	25 pc	4		R	-
6	Alphabet Puzzle	27 pc	4		R	-
7	Peg Puzzle My Body - Girl	7 pc	4		R	-
8	Peg Puzzle My Body - Boy	7 pc	4		R	-
9	Shapes Puzzle	9 pc	4		R	-
10	My Body floor puzzle	24 pc	4		R	-
11	Magnetic Matching Picture Game	127 pc	4		R	-
12	Train Set Accessory - Traffic Signs	7 pc	4		R	-
13	Shapes & Colours Domino	29 pc	4		R	-
14	Peg designs	122 pc	4		R	-
15	Tell the time	29 pc	4		R	-
16	Education- Educational Products & Toys	4 pc	4		R	-
17	Peg designs	30 pc	4		R	-
18	Fun with beads	85 pc	4		R	-
19	Link 'N Spell	63 pc	4		R	-
20	Balancing Game - Elephant	26 pc	4		R	-
21	Lacing Blocks	13 pc	4		R	-
22	Lacing Wild Animals	20 pc	4		R	-
23	Lacing Blocks	13 pc	4		R	-
24	Clam Pool	1 pc	2		R	-
25	Giant Game: Snakes & Ladders	6 pc	4		R	-
26	Roller Coaster - Early Education Toy Beads	1 pc	4		R	-
27	Little Learners Pack	163 pc	4		R	-
28	Wooden Abacus	2 pc	4		R	-
29	50pc Colourful Building Blocks	52 pc	4		R	-
30	Dollsworld - early moment	1 pc	2		R	-
31	Farm set	19 pc	4		R	-
32	Farm set (in clear container)	16 pc	4		R	-
33	Non-Toxic Jumbo Crayon	12 pc	10		R	-
34	Dala Dough	1 pc	10		R	-
35	Xhosa Furdis Alphabet Cards	26 pc	8		R	-
36	Addition 0-12 Flash Cards	56 pc	8		R	-
37	Flashcards Numbers	36 pc	8		R	-
38	Profession Flash Cards	36 pc	8		R	-
39	Animal Flash Cards	36 pc	8		R	-
40	123 Flash Cards	36 pc	8		R	-
41	Alphabet Flash Card	52 pc	8		R	-
42	All About Phonics Flashcards	40 pc	8		R	-
43	Flash Cards Alphabet	36 pc	8		R	-
44	Flash Cards Colours	36 pc	8		R	-
45	Flash Cards Baby Animals	36 pc	8		R	-
46	Flash Cards Shapes	36 pc	8		R	-
47	Cash register	19 pc	2		R	-
48	Monkey Drum	1pc	4		R	-
49	Plastic Tambourine	1pc	4		R	-
50	Musical Instrumental Set	7 pc	4		R	-
51	Hand Puppets Animals	6 pc	4		R	-
52	Finger Puppets Animals	5 pc	4		R	-
53	Emotion bearless bag set	4 pc	1		R	-
54	Jump String for Health	1 pc	4		R	-
55	Fun with Beads	78pc	4		R	-
56	House Building Engineering	120pc	4		R	-
57	Geometric Stacker	26 pc	4		R	-
58	Hoola Hoops	3 pc	4		R	-
59	In the Jungle - A set of 4 puzzles	36 pc	4		R	-
60	911 Ambulance/Police Van	1pc	4		R	-
61	Invicta - Education	4pc	4		R	-
62	Dough Cutting Board	1pc	4		R	-
63	Wooden washing machine	1pc	4		R	-
64	Wooden stove	1pc	4		R	-
65	Fire Rescue Truck	1pc	4		R	-
66	Combat Arms	1pc	4		R	-
67	Doctor Costume Set	6 pc	4		R	-
68	Cotton Reels & Laces	26pc	4		R	-
69	The Three Section Train Blocks	14pc	4		R	-
70	Funny Blocks	60pc	4		R	-
71	Eggshakers	6pc	4		R	-
72	Frying Pan	16pc	4		R	-
73	Food set with basket	7pc	4		R	-
74	Activity Dish (Cookie cutters with rolling pin)	12pc	4		R	-
75	Happy Food	7pc	4		R	-
76	Syringes	4pc	4		R	-
77	Measuring Cup 6pcs	6pc	4		R	-
78	Sweet Dessert	15pc	4		R	-
79	Recycle & Waste Sorting Game	27pc	4		R	-
80	Kitchen Play Set	9pc	4		R	-
81	Kitchenware	25pc	4		R	-
82	Ironing Board	1pc	4		R	-
83	Scooter	1pc	4		R	-
84	Poster: Days of the Week	1pc	8		R	-
85	Poster: Profession	1pc	8		R	-
86	Poster: Safety	1pc	8		R	-
87	Poster: Months & Seasons, Afrikaans and English	1pc	8		R	-
88	Poster: Transport	1pc	8		R	-
89	Poster: Vegetables	1pc	8		R	-
90	Poster: Imifuno	1pc	8		R	-
91	African Sunshine Phonics Stage 1 - Set of 31 Flash Cards	31pc	4		R	-
92	World Map Non-Slip Carpet - 200 x 200cm	1	2		R	-
93	Classroom & Household Mobile Storage Organiser - 10 Bins	1	3		R	-
94	12 Bin Storage Organiser with Steel Frame	1	2		R	-
SUMMARY OF PRICING SCHEDULE						
SUB-TOTAL					R0.00	
15% VAT					R0.00	
TENDERSUM CARRIED FORWARD TO FORM OF OFFER					R0.00	
SIGNATURE OF SUPPLIER						
DATE						

L. CONTRACT FORM - PURCHASE OF GOODS/WORKS

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

1 PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution) in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid.
 - Tax clearance certificate.
 - Pricing schedule(s).
 - Technical Specification(s).
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2022.
 - Declaration of interest.
 - Declaration of bidder's past SCM practices.
 - Certificate of Independent Bid Determination.
 - Special Conditions of Contract.
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT).....

CAPACITY

SIGNATURE

NAME OF FIRM.....

DATE

WITNESSES

1

2.

DATE:

MBD 7.1**CONTRACT FORM - PURCHASE OF GOODS/WORKS****2 PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as.....accept your bid under reference numberdated.....for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorized to sign this contract.

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1.

2.

DATE

M. OFFICIAL TENDER FORM

QUOTE No: FQ 16/2026

The total quoted amount is

R..... (Inclusive of VAT).

Signature of Tenderer:

Name of Company

Address:
.....
.....
.....

Tel No
.....

Fax No
.....

N. FORM OF OFFER AND ACCEPTANCE

OFFER

The Employer, identified in the acceptance signature block, has solicited offers to enter into a Contract in respect of the following service:

Quote No: FQ 16/2026

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the tender schedules, and by submitting this offer has accepted the Conditions of Tender.

By the representative of the tenderer, deemed to be duly authorised, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the Service Provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount of R be determined in accordance with the conditions of contract identified in the Conditions of Contract.

THE OFFERED PRICE IS R (INCLUSIVE OF VAT)

This offer may be accepted by the Employer by signing the Acceptance part of this form of offer and acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Conditions of Tender, whereupon the Tenderer becomes the party named as the Service Provider in the Conditions of Contract.

Signature(s):

Name(s):

Capacity for the Tenderer:

Name and address of organization).....

Name and Signature of Witness

Date:

ACCEPTANCE

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Tenderer's offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the Conditions of Contract identified in the contract that is the subject of this agreement.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to, and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule, which must be signed by the authorized representative(s) of both parties.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now Service Provider) within five days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature(s):
Name(s):

Capacity for the Employer.....

(Name and address of organization)

Name and Signature of Witness:

Date:

O. CREDIT ORDER INSTRUCTION

It is the policy of the Kannaland Municipality to pay all creditors by means of direct bank transfers. Please complete this information and acquire your banker's confirmation.

Name of Firm or Bank Account Holder:

Address :

.....

.....

Name of Bank:

Name of Branch:

Branch Code:

Account Number:

Type of Account:

I/we hereby request and authorise the Kannaland Municipality to pay any amounts that may accrue to me/us to the credit of my/our bank account.

I/we understand that a payment advice will be supplied by the Kannaland Municipality in the normal way that will indicate the date on which funds will be available in my/our bank account and details of payment.

I/we further undertake to inform the Kannaland Municipality in advance of any change in my/our bank details and accept that this authority may only be cancelled by me/us by giving thirty days notice by prepaid registered post.

.....
Initials and Surname Authorised Signature

Date:

FOR BANK USE ONLY

I/we hereby certify that the details of our clients bank account as indicated on the credit order instruction is correct: AUTHORISED SIGNATURE(S)	 OFFICIAL DATE STAMP
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