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REQUEST FOR QUOTATION (RFQ)

RFQ	RFQ/LOG/2022/123
RFQ ISSUE DATE	30 AUGUST 2022
RFQ DESCRIPTION	PROVISION OF REPAIRS, SERVICE AND MAINTENANCE OF FIRE DETECTION SYSTEM AND GAS SUPPRESSION FOR SABC POLOKWANE AND THOHOYANDOU FOR THE PERIOD OF 3 YEARS
NON-COMPULSORY SITE BRIEFING SESSION	Date: 06 SEPTEMBER 2022 Time: 10:00 Venue: SABC POLOKWANE
CLOSING DATE & TIME	20 SEPTEMBER 2022 AT 12H00

Submissions must be emailed to: SABC RFQSubmissions@sabc.co.za on or before the closing date of this RFQ.

PLEASE NOTE THAT AS FROM 01 JULY 2016 COMPANIES THAT ARE NOT REGISTERED WITH CSD SHALL NOT BE CONSIDERED

For queries, please contact **Azwinaki Munyai** on email tenderqueries@sabc.co.za

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: _____

POSTAL ADDRESS: _____

TELEPHONE NO: _____

FAX NO. : _____

E MAIL ADDRESS: _____

CONTACT PERSON: _____

CELL NO: _____

SIGNATURE OF BIDDER: _____

NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
 2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
 3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
 4. All submissions should be prominently marked with the following details in the email subject line:
 - **RFQ Number and bidders' name.**
 5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
 6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
 7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid
 - illegibility of the bid; or
 - Security of the bid data.
- **NB: THE BIDDER SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF 7 DAYS.**

FIRST PHASE – PREQUALIFICATION CRITERIA: MANDATORY DOCUMENT

All bid respondents must submit mandatory document. Bids that do not comply with the mandatory requirement will be disqualified and will not be considered for further evaluation.

MANDATOY REQUIREMENT		COMPLY/ NOT COMPLY
1	Service provider must provide SAQCC Fire Certificate (The South African Qualification & Certification Committee for the Fire Industry)	
2	CIDB Grading 2SF or higher	

NON-SUBMISSION OF THE MANDATORY DOCUMENT WILL RESULT IN AUTOMATIC DISQUALIFICATION.

REQUIRED DOCUMENTS

- 1.1 Submit proof of CSD Registration
- 1.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
(Verification will also be done by the SABC internally).
- 1.3 Valid Tax Clearance Certificate or SARS "Pin" to validate supplier's tax matters
- 1.4 Original or Certified copy of Valid BBEE Certificate (from SANAS accredited Verification Agency)
- 1.5 All EME's and 51% black Owned QSE's are only required to obtain a **sworn affidavit** on an annual basis, confirming the following;
 - 3.3.1. Annual Total Revenue of R10 Million or less (EME) or Revenue between R10 Million and R50 Million for QSE
 - 3.3.2. Level of Black Ownership

Note 1:

Verification Agencies and Auditors who are accredited by the IRBA (Independent Regulatory Board for Auditors) are no longer the 'approved regulatory bodies' for B-BBEE verification and therefore IRBA auditors are not allowed to issue B-BBEE certificates after 30 September 2016.

Note 2:

Any misrepresentation in terms of the above constitutes a criminal offence as set out in the B-BBEE act as amended.

- 1.6 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.7 Certified copy of Shareholders' certificates.
- 1.8 Certified copy of ID documents of the Directors or Members.
- 1.9 Registration on the National Treasury Central Supplier Data Base (CSD)

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOM THEIR TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL AWARD TO ANY BIDDERS WHOM THEIR TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

DETAILED TECHNICAL SPECIFICATION

1. PURPOSE AND BACKGROUND

The effective and bi-annual maintenance and repairs of the Fire Detection system is essential to ensure that the system remains reliable at all times. Therefore, the SABC requires the services of a reputable Fire Detection and Suppression System maintenance service provider to maintain its Fire detection and gas suppression systems at Polokwane and Thohoyandou offices operating on Ziton ZP3 fire panel system for the Period of 3 Years. The successful service provider is expected to provide preventative annual routine maintenance and repair where necessary on the system by Inspecting, Testing, Maintaining, and Certifying the fire alarm systems. The successful service provider will satisfy latest requirements to conform to the SANS 10139 and SANS 14520 National Standards as well as equipment manufactures recommendations and verify operation of the fire detection and alarm systems.

2. SCOPE OF SERVICES

The scope of work is to provide preventative, corrective, and customer and user- maintenance of the Fire Detection and Suppression systems utilizing SANS 10139 and SANS 14520 National Standards as well as the manufacturers prescribed acceptable standards.

2.1. Preventative maintenance

A bi-annual preventative maintenance visits that allows a technician to carry out a complete audit / check of the fire detection system, the documentation associated with the fire detection system, and the training requirements of users where necessary.

The fire detection system should receive at least bi-annual major preventative maintenance visit each year. However, additional maintenance visits may be required depending on the complexity of the system, the environmental conditions, and the need to change 'any perishable items' e.g. batteries etc.

In addition.

The technician should complete a maintenance report whilst carrying out preventative maintenance of the fire detection system. The report should list any deviations of the system from the fully functional state, and should list relevant comments about the system e.g. Vesda units, smoke detectors, etc.

The report will help the SABC and/or user to monitor the reliability of the fire detection system to ensure the system meets its original purpose and will assist the budgeting of any replacement parts required in the future. A copy of the report should be made available to the SABC Office on completion of the maintenance for record and further attention purposes either by way of e-mails or hard copies.

2.2. Corrective maintenance

Response times.

Corrective maintenance calls are the emergency maintenance of a system, or part thereof, carried out in response to the development of a fault.

Suitable communication should be used to ensure the SABC and/or user can be informed of expected arrival times to site. Response times shall therefore be a feature of the service contract / maintenance agreement.

Strictly Confidential

In addition

Corrective maintenance report on completion of corrective maintenance should be generated by the technician who should complete a maintenance report and give a copy to the SABC and/or user.

2.3. Customer and user maintenance

Whilst it is recognized that this Code of Practice should not place requirements on the SABC, it is important that the SABC as the customer is aware of the importance to provide user maintenance to the Fire detection and Suppression system. The SABC would also conduct a periodic review of Fire detection system's effectiveness to ensure it is still doing what it was intended to do in order to be able to report any fault to the service provider.

2.4. Remote maintenance

With the advent of technology, the successful service provider is expected to provide some support to the SABC / user remotely. This may take the form of remote diagnostics / support or remote maintenance, be it corrective and / or preventative. Whilst these have some significant advantages, such as limited system down-time and perhaps call-out costs. As the SABC is a National Key point, it is not without its potential vulnerabilities such as network security and data protection issues which should be a key consideration not to be used for unintended purposes.

This security consideration would be included in the agreement (service contract in accordance with the provisions of the National Key point Act and its regulations) for the Fire detection and Suppression system to cover the following:

- a) Agreement on what level(s) of access / permissions is granted to the maintenance company to log onto the site Fire detection system if possible. This should include, if it is in response to an incident, a request from the SABC and/or user or if it is part of a preventative maintenance agreement.
- b) A response plan that specifies what action to take when certain types of event occur. For example, loss of communication with the site control equipment, isolation of an alarm, switch off / on ancillary equipment, reset or restart the Fire detection system or notify nominated persons.
- c) There should always be an audit trail for remote user activity.

2.5. Specific scope of work would include but not limited to the following:

- Preventative Maintenance System will include ensuring that components are cleaned, recalibrate and retested if necessary to ensure continued performance and reduce the risk of component or system failure.
- During scheduled visits, minor repairs will be made, such as replacement of faulty detectors or damaged devices.
- Smoke Detector Sensitivity testing will be performed in accordance with prescribed manufacturer's recommended test methods and a SABS approved testing device.
- Contractor will provide the necessary documentation to satisfy the SABC including provision of an analysis of the report along with recommendations for detectors that require cleaning or replacement.
- System Software Updates Microprocessor based systems will have the software upgraded when required to maintain the listing requirements.
- Corrective Maintenance Necessary repairs for deficient or inoperable devices such as those found during the course of system testing, inspection or preventative maintenance, or have failed during operation will be provided. Only original replacement components manufactured by the original equipment manufacturer or other compatible components are used in order to preserve underwriter's requirements.
- Emergency service response between scheduled tests will be available 24 hours a day / 7 days a week to minimize system downtime. Emergencies will be determined by SABC and Subcontractor where necessary.
- On-Site response will be provided via a telephone response within 30 minutes and Service Technicians will be onsite within eight (8) hours. Non-emergency calls, as determined by SABC, will be handled the next business day.
- On Site Staffing Trained and certified personnel for on-site system support will be provided. As part of the services, any additional training will be provided while technicians are on site.
- Annual Testing will include testing but not limited to.
 - ❖ Fire Alarm Control Panels
 - ❖ Network Command Centres testing with Municipal Fire Department
 - ❖ Addressable Smoke Detectors
 - ❖ Aspiration Smoke Detectors
 - ❖ Addressable Duct Detectors
 - ❖ Manual Call Points
 - ❖ Convention Smoke Detectors
 - ❖ System warning devices eg Sirens, strobes etc
 - ❖ Interface circuits
 - ❖ Output relays
 - ❖ Graphic user interface system for graphic display of system alarms

- ❖ Lift homing devices
- ❖ HVAC Shutdown devices public address system

2.6. Gas suppression system

The fire suppression system is a FM200 based system and will require the following:

- Preventative Maintenance System will include ensuring that components are cleaned, recalibrate, and retested if necessary to ensure continued performance and reduce the risk of component or system failure.
- During scheduled visits, minor repairs will be made, such as replacement of faulty detectors or damaged devices.
- Smoke Detector Sensitivity testing will be performed in accordance with prescribed manufacturer's recommended test methods and a SABS approved testing device.
- Verifying shutdown and evacuation circuits.
- Verifying cylinder pressure and weights.
- Checking for changes in hazard integrity.
- Checking input and output circuit supervision.
- Simulating system discharge and testing releasing circuits.
- Visually inspecting agent pipping and nozzles.
- Checking hydro test dates for cylinders and discharge hoses.
- Checking fire seals and repair where required to ensure that the protected gas area will maintain room integrity.
- Conduct room integrity testing of the gas protected areas.
- Contractor will provide the necessary documentation to satisfy the SABC including provision of an analysis of the report along with recommendations for detectors that require cleaning or replacement.
- System Software Updates Microprocessor based systems will have the software upgraded when required to maintain the listing requirements.
- Corrective Maintenance Necessary repairs for deficient or inoperable devices such as those found during the course of system testing, inspection or preventative maintenance, or have failed during operation will be provided. Only original replacement components manufactured by the original equipment manufacturer or other compatible components are used in order to preserve underwriter's requirements.
- Emergency service response between scheduled tests will be available 24 hours a day / 7 days a week to minimize system downtime. Emergencies will be determined by SABC and Subcontractor where necessary.

- On-Site response will be provided via a telephone response within 30 minutes and Service Technicians will be onsite within eight (8) hours. Non-emergency calls, as determined by SABC, will be handled the next business day.
- On Site Staffing Trained and certified personnel for on-site system support will be provided. As part of the services, any additional training will be provided while technicians are on site.
- Annual Testing will include testing but not limited to.
 - ❖ Fire Suppression Extinguisher Panels
 - ❖ Fire Suppression Extinguisher Status Panels
 - ❖ Network Command Centres testing with Municipal Fire Department
 - ❖ Conventional Smoke Detectors
 - ❖ Manual Call Points
 - ❖ Discharge circuits eg discharge solenoids
 - ❖ System warning devices eg Sirens, strobes etc
 - ❖ Fire Dampers

3. CONTRACT PERIOD

Duration of the contract: Three Years (3)

4. LOCATION OF SITE

SABC Polokwane, 19 Hospital Street, CNR Landros Mare and Hospital Street

And

SABC Thohoyandou (Phalaphala FM)

Mphephu Street, Next to Vhembe District Municipality Offices

5. RFQ Response Information

Effective Date of Bid

Vendors should state in writing in its quotation to the SABC that all furnished information, including price, will remain valid and applicable for 90 days from the date the vendor quotation is received by the SABC.

6. COSTING

A clear quotation must be based on the scope of service (No hidden cost)

7. PAYMENT

7.1. The SABC's standard payment terms are 60 days from date of Invoice.

8. EVALUATION CRITERIA

8.1. BBBEE and Price

- The RFQ responses will be evaluated on the **80/20**-point system.

8.2. Technical Evaluation

- The tender submission will be technically evaluated out of a maximum of **55**
- A threshold of **34** out of the **55** has been set.
- All bidders achieving less than the set threshold will be declared non-responsive.

8.3. Objective Criteria

- SABC further reserve the right not to award this RFQ to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.

SECOND PHASE: PAPER BASED EVALUATION CRITERIA

Evaluation Area	Evaluation Criteria	Min. Points	Max. Points
Company past relevant experience in Fire Detection Installers/maintenance	Provide reference letter/s (Not award letter / Completion letters) where Similar services were rendered previously or current stating the following: 1.Experience in years <ul style="list-style-type: none"> Less than 2 years= (0 points) From 2-3 years = (10 Points) More than 3 years = (20 points) <p>The reference letter/s must be on the client letter head, duly signed by the client and clearly indicating the duration of the contract.</p>	10	20
Regulatory body affiliate	FDIA or any other regulatory body	5	5
Qualification and Experience of co-project team	Team Leader and Technician must be registered with SAQCC Fire. <ul style="list-style-type: none"> Team Leader (must have Commissioner /service man qualification and experience) 	12	15

	<ul style="list-style-type: none"> ○ qualification in Commissioning and servicing Fire detection and gas suppression systems (Provide SAQCC fire certificate) (4 points) ○ minimum of 5 years' experience in commissioning and servicing fire detection and gas suppression system (Provide CV) (4 points) <ul style="list-style-type: none"> • Technician <ul style="list-style-type: none"> ○ qualification in Commissioning and servicing Fire detection and gas suppression systems (Provide SAQCC fire certificate) (4 points) ○ minimum of 2 years' experience in commissioning and servicing fire detection and gas suppression system (Provide CV) (3 points) 		
Project Execution/Ops Plan	Provide a brief step-by-step <ul style="list-style-type: none"> ○ Operational and remote support (5 Points) ○ safety plan (5 Points) 	5	10
Response Time	Emergency response <ul style="list-style-type: none"> ○ 8 Hours (5 Points) ○ More than 8 Hours (2 Points) 	2	5
TOTAL		34	55

9. ADJUDICATION USING A POINT SYSTEM

- 9.1. The bidder obtaining the highest number of total points will be awarded the contract unless objective criteria justify the award to another bidder.
- 9.2. The bidder obtaining the highest number of total points will be awarded the contract unless objective criteria justify the award to another bidder
- 9.3. Preference points shall be calculated after process has been brought to a comparative basis taking into account all factors of non-firm prices.
- 9.4. In the event that two or more bids have scored equal pints, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 9.5. However, when functionality is part of the evaluation process and two or more bids have scored equal points for B-BBEE, the successful bid must be the one scoring the highest score for functionality
- 9.6. Should two or more bids be equal in all respect, the award shall be decided by the drawing of lots.

10. POINTS AWARDED FOR PRICE

The **80/20** preference point system

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

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

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

B-BBEE PREFERENTIAL POINTS WILL BE AWARDED AS FOLLOWS:

B-BBEE Status Level of Contributor Number of Points

B-BBEE Status level of Contributor	Number of points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 10.1. Bidders who qualify as EME's in terms of the B-BBEE Act must submit a certificate issued by a verification Agency accredited by SANAS for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates or DTI Affidavit.
- 10.2. Bidders other than EMEs must submit their original and valid B-BBEE status levels verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a verification agency accredited by SANAS.
- 10.3. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate
- 10.4. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 10.5. Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 10.6. A tenderer will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intend sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended Sub-contractor is an EME that has the capacity and the ability to execute the sub-contract.
- 10.7. A tenderer awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have equal or higher B-BBEE status level than the person

concerned, unless the contract is sub-contracted to an EME that has the capacity and the ability to execute the sub-contract.

11. COMMUNICATION

Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a tender, between the closing date and the date of the award of the business.

All enquiries relating to this RFQ should be emailed three days before the closing date.

12. CONDITIONS TO BE OBSERVED WHEN TENDERING

- 12.1. The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.
- 12.2. No tender shall be deemed to have been accepted unless and until a formal contract / letter of intent is prepared and executed.
- 12.3. The Corporation reserves the right to:

Not evaluate and award submissions that do not comply strictly with his RFQ document.

Make a selection solely on the information received in the submissions and

- 12.3.1. Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this tender.
- 12.3.2. Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders. During the evaluation process, no change in the content of the RFQ shall be sought, offered or permitted.
- 12.3.3. Award a contract to one or more bidder(s).
- 12.3.4. Accept any tender in part or full at its own discretion.
- 12.3.5. Cancel this RFQ or any part thereof at any time.

12.3.6. Should a bidder(s) be selected for further negotiations, they will be chosen based on the greatest benefit to the Corporation and not necessarily on the basis of the lowest costs, aligned to the BBBEE & Preference Point system.

13. Cost of Bidding

The Tenderer shall bear all costs and expenses associated with preparation and submission of its tender or RFQ, and the Corporation shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

END OF RFQ DOCUMENT

Annexed to this document for completion and return with the document:

- Annexure A - Declaration of Interest
- Annexure B - Consortiums, Joint Ventures, and Sub-Contracting Regulations
- Annexure C - Previous completed projects/Current Projects
- Annexure D - SBD 8 & 9 Forms

ANNEXURE A

DECLARATION OF INTEREST

1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favouritism, should the resulting tender, or part thereof be awarded to-
 - (a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
 - (b) any person who acts on behalf of SABC; or
 - (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
 - (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

[1]

[2]

NAME :

POSITION:

OFFICE WHERE EMPLOY:

TELEPHONE NUMBER:

RELATIONSHIP:

2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
 - recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
 - cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT

TENDER NUMBER DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

ANNEXURE B**CONSORTIUMS, JOINT VENTURES AND SUB-CONTRACTING REGULATIONS****1. CONSORTIUMS AND JOINT VENTURES**

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

2 SUB-CONTRACTING

- 2.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 2.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.3 A person awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

3 DECLARATION OF SUB-CONTRACTING

- 3.1 Will any portion of the contract be sub-contracted? YES / NO
- 3.2 If yes, indicate:
- 3.2.1 The percentage of the contract will be sub-contracted%
- 3.2.2 The name of the sub-contractor
- 3.2.3 The B-BBEE status level of the sub-contractor.....
- 3.2.4 whether the sub-contractor is an EME YES / NO

SIGNATURE OF DECLARANT_____
TENDER NUMBER_____
DATE_____
POSITION OF DECLARANT_____
NAME OF COMPANY OR TENDERER

ANNEXURE “C”

Previous completed projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completed date

Current projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completion date

ANNEXURE "D"

SBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions 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 disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 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	<p>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?</p> <p>(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).</p> <p>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.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>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)?</p> <p>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.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

SBD 8

CERTIFICATION

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js365bW

SBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) 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.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD 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 (SBD 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.

SBD 9

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 Institution)

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

SBD 9

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.

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.

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