



VICTOR KHANYE LOCAL MUNICIPALITY

TENDER NO. VKLM/RW12/MIG/P2/2025/2026

**TENDER FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE
DEVELOPMENT OF THE 2ND PHASE OF THE LANDFILL SITE IN
DELMAS, BUILDING WORKS AND MISCELLANEOUS WORKS**

NAME OF TENDERER

TENDER AMOUNT

TEL NUMBER

CSD NUMBER

ISSUED BY:

MUNICIPAL MANAGER

VICTOR KHANYE LOCAL MUNICIPALITY

P O BOX 6

DELMAS 2210

CLOSING DATE: 22 OCTOBER 2025, 10:00 am

COMPALSORY BREAFING: 16 SEPTEMBER 2025

BIDDER'S QUESTIONNAIRE

Ref no	Question	VKLM's Requirement	Bidder's Response	Please Indicate: Page NO
1	Have you initialled all the pages of the tender document?	YES	* YES / NO	
2	Have you completed and signed the Returnable Schedules?	YES	* YES / NO	
3	Municipal account statement attached (with all applicable rates and taxes) should not be in arrears more than 90 working days as follows: <ul style="list-style-type: none"> All directors' municipal accounts as per CIPC must be attached. Registered office municipal account of the company as per CIPC must be attached if there is a lease. A valid lease agreement signed by both parties must be attached with related municipal account where the registered office is located. 	YES	YES / NO	
4	Have you submitted an original, valid Tax Clearance certificate?	YES	* YES / NO	
5	Have you completed and signed the MBD 4 form - Declaration of Interest?	YES	* YES / NO	
6	Have you completed the Questionnaire (MBD 5) regarding the declaration for procurement above R10 million and submitted your Company's latest three years audited financial statements (as and when required)?	YES	* YES / NO	
7	Have you taken note of the contents of par 5 of MBD 6.1 to substantiate your target goals rating claims? Have you submitted an original, valid or certified copy of your Company's targeted goals to qualify for preference points?	YES	* YES / NO	
8	Have you completed and signed the following form: <ul style="list-style-type: none"> MBD 7.1 Form – Contract form for purchase of goods / works? MBD 7.2 Form - Contract Form for rendering of Services? (as and when required)	YES	* YES / NO	
9	Have you completed and signed the MBD 8 – Declaration of bidder's past Supply Chain Management Practices and MBD 9 – Certificate of Independent Bid Determination?	YES	* YES / NO	
10	Do you understand the Special Conditions of Contract / Specifications / Terms of Reference and /or Scope of Works?	YES	* YES / NO	
11	Have you completed the Form of Offer (C1.1) in WORDS as well as in FIGURES ?	YES	* YES / NO	
12	Have you completed and signed Part 2 of C 1.2 (Contract Data)?	YES	* YES / NO	
13	Have you completed the MBD 3.3 form and carried over your tendered price (Vat inclusive) to Form of offer (C 1.1)?	YES	* YES / NO	

.....
Signature

.....
Date

Position

Name of Bidder

INDEX

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SCHEDULE OF DOCUMENTS

The Tender Documents for this Contract comprises of the following:

THE TENDER

T1: Tendering procedures

- T1.1. Tender Notice and Invitation to Tender
- T1.2. Tender Data
- T1.3. Standard Conditions of Tender

T2: Returnable documents

T2.1 List of Returnable Documents

T2.2 Returnable Schedules

T2.2.1 Returnable Schedules Required for Tender Evaluation Purposes

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T2.2.2 Compulsory Municipal Bid Documentation

- MBD 2 : Tax clearance certificate
- MBD 4 : Declaration of Interest
- MBD5 :Declaration for procurement above R 10 million
- MBD 6.1 : Preference Certificate
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- MBD 7.1 : Contract form-purchase of goods / works
- MBD 8 : Declaration of bidder's past supply chain management practises
- MBD 9 :Certificate of Independent Bid Determination

THE CONTRACT

C1: Agreement and Contract Data

C1.1 Form of Offer and Acceptance

- Form of Offer
- Form of Acceptance
- Schedule of Deviations

C1.2 Contract Data

- Part 1: Data provided by the Employer
- Part 2: Data provided by the Service Provider
- Part 3: Scope of Work

C2: Pricing Schedule

- C2.1 Pricing Instructions
- C2.2 MBD 3.1: Pricing Schedule

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

PART T1: TENDERING PROCEDURES

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

T1.1:

TENDER NOTICE AND INVITATION TO TENDER

APPOINTMENT OF A SERVICE PROVIDER FOR THE DEVELOPMENT OF THE 2ND PHASE OF THE LANDFILL SITE IN DELMAS, BUILDING WORKS AND MISCELLANEOUS WORKS

CONTRACT NO.: VKLM/RW12/MIG/P2/2025/2026

Victor Khanye Local Municipality invites suitable service providers to submit proposal on the goods and/ or services listed hereunder

DEPARTMENT	BID NUMBER:	DESCRIPTION OF GOODS/SERVICES	BID DOCUMENT AVAILABLE FROM	BID DOCUMENT PRICE	COMPULSORY PROJECT BRIFFING	EVALUATION CRITERIA	TIME: CLOSING DATE	ENQUIRIES:
Technical Services	CONTRACT NO.: VKLM/RW12/MIG/P2/2025/2026	APPOINTMENT OF A SERVICE PROVIDER FOR DEVELOPMENT OF THE 2ND PHASE OF THE LANDFILL SIDE IN DELMAS BUILDING WORKS AND MISCELLANEOUS WORKS	12 September 2025	R1115.59	16 September 2025	Functionality 80/20 80=Price 20= Targeted goals level 3CE or Higher	22 October 2025 at 10:00am	Mr. J. Buthelezi 081 036 7539

Preferential Procurement Policy Framework Act, No. 5 of 2000 and as defined in the bid document, read in conjunction with the Preferential Procurement Regulation, 2022 and Supply Chain Management Policy of Victor Khanye Local Municipality will apply in the adjudication process. The evaluation of the acceptable proposals will be conducted in the following two stages: A system that awards points based on 80 points for proposal price and 20 points in respect of targeted goals.

Price should be VAT inclusive. A valid Tax Clearance Certificate, identification copy or company registration certificate, MBD1; MBD2; MBD4; MBD6.1 MBD8 & MBD9 Municipal **account statement attached (with all applicable rates and taxes) should not be in areas more than 90 working days as follows: All directors' municipal account as per CIPC must be attached must be attached . Registered office municipal account as per municipal account CIPC must be attached if there is a lease. A Valid lease agreement signed by both parties must be attached with related municipal account where the registered office is located.**

Tenders duly, endorsed with the project number and description, must be placed in the tender box on or before **22 October 2025** at 10:00 am at the Municipal Offices, Samuel Road, Delmas or could be posted to the undermentioned address to be received before the closing date and more information can be obtained from the contact person as specified above.

Collection of tender documents: Tender documents can be downloaded on the **E-Tender pot (www.etender.gov.za)** or can be obtained on payment of a **non-refundable fee as specified** and can be collected at the SCM Unit, Room 33 Municipal Offices, Delmas, 013 665 6000 between 07:30-16:30 Monday to Thursday and 7:30-13:30 Friday **excluding weekend and public holidays.**

Tenders received after the closing date and time, faxed, completed with a pencil or e-mailed will not be considered.

The Council reserves the right to accept any tender or part thereof and does not bind itself to accept the lowest or any tender and not to consider any tender not suitably endorsed or comprehensively completed. Tenders completed in pencil will be regarded as

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

[illegible]

CLAUSE NUMBER									
1.1	<p>The employer is the Victor Khanye Local Municipality, represented by</p> <p>Name: Mr TM Mashabela Capacity: Municipal manager Address: Victor Khanye Local Municipality P.O. Box 6, Delmas, 2210 Tel: 013-665-6000</p>								
1.2	<p>The single volume approach is adopted for this contract.</p> <p>The list of Returnable Documents identifies which of the documents a tenderer must complete when submitting a tender offer. The tenderer must submit his tender offer by completing the Returnable Documents including the fully priced Pricing Schedule, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the single volume procurement document back to the Victor Khanye Local Municipality bound up as it was when it was received.</p> <p>The tender documents issued by the Employer comprise of the following:</p> <p>TENDER Part T1: Tendering procedures T1.1 - Tender notice and invitation to tender T1.2 - Tender data T1.3 – Standard Conditions of Tender</p> <p>Part T2: Returnable documents T2.1- List of returnable documents T2.2 - Returnable schedules</p> <p>CONTRACT Part C1: Agreements and contract data C1.1 Form of offer and acceptance C1.2 Contract data</p> <p>Part C2: Pricing Schedule C2.1 Pricing Instructions C2.2 Priced fees and disbursements</p> <p>Part C3: Scope of work C3 Scope of work</p>								
1.3	<p>It should be noted that the employer has no agent acting on his behalf for the purpose of this tender. The employer's representative, for the purpose of any communication between the employer and tenderer is :</p> <table border="0" data-bbox="379 1619 1345 1758"> <tr> <td data-bbox="379 1619 671 1653">Procurement enquiries</td> <td data-bbox="967 1619 1219 1653">Technical Enquiries</td> </tr> <tr> <td data-bbox="379 1653 564 1686">Mr D Mahlangu</td> <td data-bbox="967 1653 1134 1686">Mr J Buthelezi</td> </tr> <tr> <td data-bbox="379 1686 596 1720">Tel: 013 665 6000</td> <td data-bbox="967 1686 1182 1720">Tel: 013 665 5754</td> </tr> <tr> <td></td> <td data-bbox="967 1720 1345 1758">e-mail: jabulanib@vklm.gov.za</td> </tr> </table> <p>Attention is drawn to the fact that verbal information given by the employer's representative prior to the close of tenders will not be regarded as binding on the employer. Only information issues formally by the employer in writing to tenderers will be regarded as amending the tender documents.</p> <p>Questions or queries must be submitted at least five (5) working days before the stipulated closing date and time of the tender. However, VICTOR KHANYE LOCAL MUNICIPALITY</p>	Procurement enquiries	Technical Enquiries	Mr D Mahlangu	Mr J Buthelezi	Tel: 013 665 6000	Tel: 013 665 5754		e-mail: jabulanib@vklm.gov.za
Procurement enquiries	Technical Enquiries								
Mr D Mahlangu	Mr J Buthelezi								
Tel: 013 665 6000	Tel: 013 665 5754								
	e-mail: jabulanib@vklm.gov.za								

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

CLAUSE NUMBER	
	shall not be liable nor assume liable for failure to respond to any questions or queries raised by the bidder. If no correspondence or communication is received from VICTOR KHANYE LOCAL MUNICIPALITY within ninety (90) days after the stipulated closing date time of the tender, the tender proposal will be deemed to be unsuccessful.
1.4	Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders: <ol style="list-style-type: none"> 1. Tenderer has the managerial capacity, reliability and experience regarding the nature of the project 2. Tenderer is registered as a Contractor on CIDB's Register of Contractors minimum Grade 3
1.5	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender.
1.6	The employer's address for delivery of tender offers and identification details to be shown on such tender offer package are: Location of tender box: Victor Khanye Local Municipality Physical address: Corner Samuel and Van Der Walt Street, Delmas, 2210 <u>Identification details:</u> As indicated in the tender notice
1.7	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted
1.8	The tender offer validity period is 90working days.
1.9	A two-envelope procedure will not be followed.
1.10	The tenderer is required to submit with his tender an <u>original</u> valid Tax Clearance Certificate issued by the South African Revenue Services The tenderer shall also submit a copy of a B-BBEE verification certificate from an accredited ratings agency.
1.11	The location for opening of the tender offers, immediately after the closing time thereof shall be at: Time: Bramfisher Hall hours on 22 October 2025 at 10:00am Location: Municipal Building, where tenders will be opened Tenders will be opened immediately after the closing time for tender at 10:00.
1.12	The evaluation procedure consists of three phases: <ul style="list-style-type: none"> • Phase 1: Tenders will be evaluated for responsiveness to the tender requirements, Tenderers who do not comply will be considered to be non-responsive and disqualified; • Phase 2: Tenderers will be evaluated for functionality, Tenderers who did not meet the minimum requirements will be considered to be non-responsive and eliminated; and • Phase 3: Tenderers will be evaluated based on financial proposals and preference. The Tenderers with the highest points scored will be appointed. The value of this bid is estimated to exceed R1 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.
1.13	The functionality shall evaluate the proposals on the basis of their responsiveness to the Terms of

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

CLAUSE NUMBER									
	<p>Reference, applying the evaluation criteria as follows:</p> <p>The Construction Firm's tender responsiveness in relation to points is therefore summarised as follows:</p> <table> <tr> <td>Organising and Staffing</td><td>20</td></tr> <tr> <td>Plant</td><td>10</td></tr> <tr> <td>Experience of Firm</td><td>40</td></tr> <tr> <td>Sub-Total</td><td>70</td></tr> </table> <p>A bidder who scores the minimum number of 55 points out of a maximum of 70 for functionality will qualify to be evaluated in term of the 80 /20 preference point system</p>	Organising and Staffing	20	Plant	10	Experience of Firm	40	Sub-Total	70
Organising and Staffing	20								
Plant	10								
Experience of Firm	40								
Sub-Total	70								
1.14	<p>Tender offers will only be accepted if:</p> <ul style="list-style-type: none"> a) the tenderer has in his or her possession an original valid Tax Clearance Certificate issued by the South African Revenue Services (CSD compliant status) b) Municipal account statement attached (with all applicable rates and taxes) should not be in arrears more than 90 days as follows: <ul style="list-style-type: none"> • All directors municipal accounts as per CIPC must be attached. • Registered office municipal account of the company as per CIPC must be attached if there is a lease. • A valid lease agreement signed by both parties must be attached with related municipal account where the registered office is located. c) the tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and d) the tenderer has not: <ul style="list-style-type: none"> i) abused the Employer's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given written notice to this effect. e) has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process. 								
1.15	Contract Duration is 8 months								
1.16	The number of paper copies of the signed Contract to be provided by the Employer is one (1).								

EVALUATION CRITERIA

BID Number : VKLM/RW12/MIG/P2/2025/2026:

APPOINTMENT OF A SERVICE PROVIDER FOR DEVELOPMENT OF THE 2ND PHASE OF THE LANDFILL SITE IN DELMAS BUILDING WORKS AND MISCELLANEOUS WORKS.

Please note: that respondents will pass functionality if they score an average of 55 or higher for functionality.

Evaluation Criteria

The Construction Firm's tender responsiveness in relation to points is therefore summarised as follows:

Organising and Staffing	20
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Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Plant	10
Experience of Firm	40
Sub-Total	70

Organising and Staffing (Maximum points Obtainable - 20)

Project Manager / Team Leader: (Maximum Points Obtainable 8; Minimum 5)

Evaluation Criteria	Minimum Required	Points Obtainable	Points Claimed
Academic Qualifications	BTech in Civil or equivalent	5	
Sub-total		5	
Experience of Team Leader in similar projects		Points Obtainable	
Involvement in comparable projects (Technical)	5 upwards	3	
Sub-total		3	
Total		8	

Site Agent: (Maximum Points Obtainable 4, Minimum 3)

Name:

Evaluation Criteria	Minimum Required	Points Obtainable	Points Claimed
Academic Qualifications	Diploma in civil works or equivalent	2	
Sub-total	2		
Years of experience in similar projects	3 and above	2	
Sub-total	2		
Total	4		

Note: Should the Site Agent be the same as Contractor Manager zero points will be allocated.

Site Foreman: (Maximum Points obtainable 4; minimum 1)

Name:

Evaluation Criteria	Minimum Required	Points Obtainable	Minimum Threshold	Points Claimed
Academic Qualifications (Note 10) Form L	N6 in Civil or equivalent	2	4	
Years of experience after qualification	0-1	0		
	1 – 2	1		
	3 upwards	2		
Total		4		

Note: Should the Site Foremen be the same Site Agent and Team leader zero points will be allocated

Safety Officer: (Maximum Points obtainable 4; minimum 3)

Name:

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Evaluation Criteria	Minimum Required	Points Obtainable	Points Claimed
Academic Qualifications	Occupational Health and Safety Certificate or equivalent (SAMTRAC)	2	
Years of experience after qualification	3 upwards	2	
Total	4		

Note: Should the Safety Officer be the same as Team leader, Site Agent, Site Foreman zero points will be allocated.

ORGANISING AND STAFFING/PERSONNEL		
PERSONNEL	TOTAL	SCORES
Construction Manager/Team Leader	8	
Site Agent	4	
Health and Safety Officer	4	
Site Foreman	4	
TOTAL 20		

PLANT (Maximum Points Obtainable - 10)

It must be noted that total points of 10 are obtainable by the Construction Firm in relation to the requirements as mentioned on the table below, failure to submit evidential supporting documents is not an eliminating factor BUT a zero point will be scored. Letter of intent or quotation from the lessor must be attached.

Evaluation Criteria	Minimum Required	Points obtainable (Own)	Points obtainable (Leased)	Minimum Threshold	Points Claimed
Firm's plant and equipment –Note: Proof of ownership the firm's equipment must be attached and failure to do so will result in forfeiting the plant points	Firm's number of TLBs x1	5	3	6	
	Firm's number of Tipper Truck x 2	5	3		
Total		10	6		

EXPERIENCE OF FIRM (Maximum Points Obtainable - 40)

Note: Company's previous completed projects

It must be noted that the experience of the firm carries a maximum of 40 points as indicated in the table below. If proof of testimonials and appointment letters, in reference to Form E not provided, then the bidder shall obtain zero points on the experience of the firm.

Provide proof of the company's previous completed projects which is in the form appointment letters and completion certificates. Verifiable references (appointment letters and completion certificates) with contact details must be attached.

Evaluation Criteria		Evaluation Criteria		Points Obtainable	Minimum Threshold	Points Claimed
Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2	

Company experience in terms of projects of a similar scope completed or in progress	1. Submit 4x appointment letters and 4x reference letter on building environment projects (same project number)	40	30	
	2. Submit 3x appointment letters and 3x reference letter on building environment projects (same project number)	30		
	3. Submit 2x appointment letters and 2x reference letter on building environment projects (same project number)	20		
	4. Submit 1x appointment letters and 1x reference letter on building environment projects(same project number)	10		
TOTAL		40		

METHODOLOGY AND PROGRAMME (Maximum Points Obtainable - 10)

TOTAL SCORE:_____/70

A bidder who scores the minimum number of 55 points out of a maximum of 70 for functionality will qualify to be evaluated in term of the 80 /20 target goals

T1.3: STANDARD CONDITIONS OF TENDER

1 GENERAL

1.1 Actions

1.1.1 The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in **Clauses listed under Tender data, (T1.2)** and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices.

1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest, and where a conflict of interest is perceived or known, declare any

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note:

- 1) A conflict of interest may arise due to a conflict of roles, which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.
- 2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

1.1.3 The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract.

1.2 **Tender Documents**

The documents issued by the employer for the purpose of a tender offer are listed in the tender data.

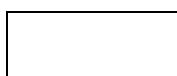
1.3 **Interpretation**

1.3.1 The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

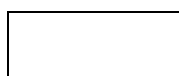
1.3.2 These conditions of tender, the tender data and tender schedules which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

1.3.3 For the purposes of these conditions of tender, the following definitions apply:

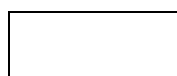
- a) **conflict of interest** means any situation in which:
 - i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfil his or her duties impartially;
 - ii) an individual or organisation is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
 - iii) incompatibility or contradictory interests exist between an employee and the organisation which employs that employee.
- b) **comparative offer** means the tenderer's financial offer after all tendered parameters that will affect the value of the financial offer have been taken into consideration in order to enable comparisons to be made between offers on a comparative basis.
- c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and
- d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer,



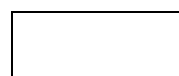
Contractor



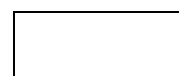
Witness 1



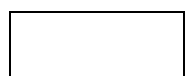
Witness 2



Employer



Witness 1



Witness 2

including collusive practices intended to establish prices at artificial levels.

- e) **organization** means a company, firm, enterprise, association or other legal entity, whether incorporated or not, or a public body.
- f) **quality (functionality)** means the totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs.

1.4 **Communication and employer's agent**

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the tender data.

1.5 **The employer's right to accept or reject any tender offer**

1.5.1 The employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The employer shall not accept or incur any liability to a tenderer for such cancellation and rejection, but will give written reasons for such action upon written request to do so.

1.5.2 The employer may not subsequent to the cancellation or abandonment of a tender process or the rejection of all responsive tender offers re-issue a tender covering substantially the same scope of work within a period of six months unless only one tender was received and such tender was returned unopened to the tenderer.

1.6 **Procurement procedures**

1.6.1 **General**

Unless otherwise stated in the tender data, a contract will, subject to **Clause 1.13** be concluded with the tenderer who in terms of **Clause 1.12** is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

1.6.2 **Competitive negotiation procedure**

1.6.2.1 Where the tender data require that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of **Clause 3.4**, the employer shall announce only the names of the tenderers who make a submission. The requirements of **Clause 3.8** relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.

1.6.2.2 All responsive tenderers, or not less than three responsive tenderers that are highest ranked in terms of the evaluation method and evaluation criteria stated in the tender data, shall be invited in each round to enter into competitive negotiations, based on the principle of equal treatment and keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of **Clause 2.17**, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the

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offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.

1.6.2.3 At the conclusion of each round of negotiations, tenderers shall be invited by the employer to make a fresh tender offer, based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.

1.6.2.4 The contract shall be awarded in accordance with the provisions of **Clause 3.11** and **Clause 3.13** after tenderers have been requested to submit their best and final offer.

1.6.3 Proposal procedure using the two stage-system

1.6.3.1 Option 1

Tenderers shall in the first stage submit technical proposals and, if required, cost parameters around which a contract may be negotiated. The employer shall evaluate each responsive submission in terms of the method of evaluation stated in the tender data, and in the second stage negotiate a contract with the tenderer scoring the highest number of evaluation points and award the contract in terms of these conditions of tender.

1.6.3.2 Option 2

1.6.3.2.1 Tenderers shall submit in the first stage only technical proposals. The employer shall invite all responsive tenderers to submit tender offers in the second stage, following the issuing of procurement documents.

1.6.3.2.2 The employer shall evaluate tenders received during the second stage in terms of the method of evaluation stated in the tender data, and award the contract in terms of these conditions of tender.

2 TENDERER'S OBLIGATIONS

2.1 Eligibility

2.1.1 Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with employer.

2.1.2 Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

2.2 Cost of tendering

Accept that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

2.3 Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

2.4 Confidentiality and copyright of documents

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Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

2.5 Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

2.6 Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.

2.7 Clarification meeting

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the tender data.

2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

2.9 Insurance

Be aware that the extent of insurance to be provided by the employer (if any) may not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance.

2.10 Pricing the tender offer

2.10.1 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.

2.10.2 Show VAT payable by the employer separately as an addition to the tendered total of the prices.

2.10.3 Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.

2.10.4 State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

2.11 Alterations to documents

Not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. Erasures and the use of masking fluid are prohibited.

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2.12 Alternative tender offers

2.12.1 Unless otherwise stated in the tender data, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

2.12.2 Accept that an alternative tender offer may be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.

2.13 Submitting a tender offer

2.13.1 Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.

2.13.2 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

2.13.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

2.13.4 Sign the original and all copies of the tender offer where required In terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

2.13.5 Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

2.13.6 Where a two-envelope system is required in terms of the tender data, place and seal the returnable documents listed in the tender data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

2.13.7 Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.

2.13.8 Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

2.13.9 Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.

2.14 Information and data to be completed in all respects

Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

2.15 Closing time

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2.15.1 Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.

2.15.2 Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

2.16 **Tender offer validity**

2.16.1 Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period (not less than 90 working days) stated in the tender data after the closing time stated in the tender data.

2.16.2 If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.

2.16.3 Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted.

2.16.4 Where a tender submission is to be substituted, submit a substitute tender in accordance with the requirements of **Clause 2.13** with the packages clearly marked as "SUBSTITUTE".

2.17 **Clarification of tender offer after submission**

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: **Clause 2.17** does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.

2.18 **Provide other material**

2.18.1 Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

2.18.2 Dispose of samples of materials provided for evaluation by the employer, where required.

2.19 **Inspections, tests and analysis**

Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.

2.20 **Submit securities, bonds, policies, etc.**

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of

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contract identified in the contract data.

2.21 Check final draft

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

2.22 Return of other tender documents

If so instructed by the employer, return all retained tender documents within 28 days after the expiry of the validity period stated in the tender data.

2.23 Certificates

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

3 THE EMPLOYER'S UNDERTAKINGS

3.1 Respond to requests from the tenderer

3.1.1 Unless otherwise stated in the Tender Data, respond to a request for clarification received up to five working days before the tender closing time stated in the Tender Data and notify all tenderers who drew procurement documents.

3.1.2 Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

3.2 Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three days before the tender closing time stated in the Tender Data. If, as a result a tenderer applies for an extension to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all tenderers who drew documents

3.3 Return late tender offers

Return tender offers received after the closing time stated in the Tender Data, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

3.4 Opening of tender submissions

3.4.1 Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

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3.4.2 Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, preferences claimed and time for completion for the main tender offer only.

3.4.3 Make available the record outlined in **Clause 3.4.2** to all interested persons upon request.

3.5 **Two-envelope system**

3.5.1 Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

3.5.2 Evaluate the quality of the technical proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the quality evaluation more than the minimum number of points for quality stated in the tender data, and announce the score obtained for the technical proposals and the total price and any preferences claimed. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for quality.

3.6 **Non-disclosure**

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

3.7 **Grounds for rejection and disqualification**

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

3.8 **Test for responsiveness**

3.8.1 Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- b) significantly change the Employer's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

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3.9 Arithmetical errors, omissions and discrepancies

3.9.1 Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.

3.9.2 Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with **Clause 3.11** for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the pricing schedule or bills of quantities; or
- c) arithmetic errors in:
 - i) line item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
 - ii) the summation of the prices.

3.9.3 Notify the tenderer of all errors or omissions that are identified in the tender offer and invite the tenderer to either confirm the tender offer as tendered or accept the corrected total of prices.

3.9.4 Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:

- a) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
- b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

3.10 Clarification of a tender offer

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

3.11 Evaluation of Tender Offers

3.11.1 General

Appoint an evaluation panel of not less than three persons. Reduce each responsive tender offer to a comparative offer and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

3.11.2 Method 1: Financial offer

In the case of a financial offer:

- a) Rank tender offers from the most favourable to the least favourable comparative offer.
- b) Recommend the highest ranked tenderer for the award of the contract, unless there are compelling and justifiable reasons not to do so.
- c) Re-rank all tenderers should there be compelling and justifiable reasons not to recommend the highest ranked tenderer and recommend the highest ranked tenderer, unless there are

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compelling and justifiable reasons not to do so and the process set out in this Sub-clause is repeated.

3.11.6 Decimal places

Score financial offers, as relevant, to two decimal places.

3.12 Insurance provided by the employer

If requested by the proposed successful tenderer, submit for the tenderer's information the policies and / or certificates of insurance which the conditions of contract identified in the contract data, require the employer to provide.

3.13 Acceptance of tender offer

Accept the tender offer, if in the opinion of the employer, it does not present any unacceptable commercial risk and only if the tenderer:

- a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- c) has the legal capacity to enter into the contract,
- d) is not insolvent, in receivership, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,
- e) complies with the legal requirements, if any, stated in the tender data, and
- f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

3.14 Prepare contract documents

3.14.1 If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents, and
- c) other revisions agreed between the employer and the successful tenderer.

3.14.2 Complete the schedule of deviations attached to the form of offer and acceptance, if any.

3.15 Complete adjudicator's contract

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Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

3.16 Notice to unsuccessful tenderers

3.16.1 Notify the successful tenderer of the employer's acceptance of his tender offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the tender data, or agreed additional period.

3.17 Provide copies of the contracts

Provide to the successful tenderer the number of copies stated in the Tender Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

3.18 Provide written reasons for actions taken

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender, but withhold information, which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

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PART T2: RETURNABLE DOCUMENTS

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Witness 2

Employer

Witness 1

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T2.1 LIST OF RETURNABLE DOCUMENTS

1. RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES

Schedule 1A-1C: Resolution of Board of Directors

Schedule 2: Registration on National Treasury Central Supplier Database (Full CSD report)

Schedule 3: Clarification Meeting Attendance Certificate

Schedule 4: Compulsory enterprise questionnaire

Schedule 5: Proof of Registration with CIDB

Schedule 6: Schedule of Tenderer's Experience

Schedule 7: Schedule of Key Personnel

Schedule 8: Schedule of Sub-Contractors

Schedule 9: Schedule of Plant and Equipment

Schedule 10: Commitments of Tenderer

Schedule 11: Record of Addenda to tender documents

2. COMPULSORY MUNICIPAL BID DOCUMENTATION

MBD 2: Tax clearance certificate

MBD 4: Declaration of Interest

MBD 5 :Declaration for procurement above R 10 million

MBD 6.1: Preference Certificate

MBD 7.1 :Contract form- purchase of goods / works

MBD 8: Declaration of bidder's past supply chain management practices

MBD 9: Certificate of Independent Bid Determination

3. ADDITIONAL RETURNABLES REQUIRED

Returnable Schedules required

- B-BBEE Compulsory Declaration
- Certificate of Registration with CIDB
- Methodology

Note: The **methodology** must provide detail sequence of deliverables or activities and timeline within which all the deliverables will be executed and resources allocated thereof. The presentation of plan must be easy to understand and implement.

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T2.2 RETURNABLE SCHEDULES

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**T2.2.1 RETURNABLE SCHEDULES
REQUIRED FOR TENDER EVALUATION
PURPOSES**

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Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 1A

RESOLUTION OF BOARD OF DIRECTORS

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

Held at _____ (place)

On _____ (date)

RESOLVED that:

1. The Enterprise submits a Bid / Tender to the Victor Khanye Local Municipality in respect of the following project:

{insert title}.....

Bid / Tender Number: **{insert number}**.....

2. *Mr/Mrs/Ms: _____

in *his/her Capacity as: _____ (Position in the Enterprise)

and who will sign as follows: _____

be, and is hereby, authorised to sign the Bid / Tender, and any and all other documents and/or correspondence in connection with and relating to the Bid / Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid / Tender to the Enterprise mentioned above.

	Name	Capacity	Signature
1			
2			
3			
5			
6			

Note:

1. * Delete which is not applicable
2. **NB.** This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise
3. Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page

COMPANY STAMP

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Witness 1

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Employer

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Witness 2

SCHEDULE 1B

RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

(Legally correct full name and registration number, if applicable, of the Enterprise)

Held at _____ (place)

On _____ (date)

RESOLVED that:

1. The Enterprise submits a Bid /Tender, in consortium/Joint Venture with the following Enterprises:

(List all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium/Joint Venture)

2. to the to the Victor Khanye Local Municipality in respect of the following project:

{Insert title}.....

Bid / Tender Number: **{insert number}**.....

3. *Mr/Mrs/Ms:

in *his/her Capacity as: _____ (Position in the Enterprise)

and who will sign as follows: _____

be, and is hereby, authorized to sign a consortium/joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium/joint venture, in respect of the project described under item 1 above.

4. The Enterprise accepts joint and several liability with the parties listed under item 1 above for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Department in respect of the project described under item 1 above.
5. The Enterprise chooses as its *domicilium citandi et executandi* for all purposes arising from this joint venture agreement and the Contract with the Department in respect of the project under item 1 above:

Physical address: _____

_____ (code)

Postal Address: _____

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 _____ (code)

Telephone number: _____ (code)

Fax number: _____ (code)

	Name	Capacity	Signature
1			
2			
3			
4			
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7			
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Note:

1. * *Delete which is not applicable*
2. **NB.** *This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise*
3. *Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page*

COMPANY STAMP

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Employer

Witness 1

Witness 2

SCHEDULE 1C:

SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

RESOLUTION of a meeting of the duly authorised representatives of the following legal entities who have entered into a consortium/joint venture to jointly bid for the project mentioned below: *(legally correct full names and registration numbers, if applicable, of the Enterprises forming a Consortium/Joint Venture)*

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Held at _____ *(place)*

On _____ *(date)*

RESOLVED that:

The above-mentioned Enterprises submit a Bid in Consortium/Joint Venture to the Victor Khanye Local Municipality in respect of the following project:

{Insert title}.....

Bid / Tender Number: **{insert number}**.....

- A. Mr/Mrs/Ms: _____
in *his/her Capacity as: _____ *(Position in the Enterprise)*
and who will sign as follows: _____

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Contractor

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Witness 1

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Witness 2

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Employer

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Witness 1

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Witness 2

be, and is hereby, authorised to sign the Bid, and any and all other documents and/or correspondence in connection with and relating to the Bid, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid to the Enterprises in Consortium/Joint Venture mentioned above.

- B. The Enterprises constituting the Consortium/Joint Venture, notwithstanding its composition, shall conduct all business under the name and style of:

- C. The Enterprises to the Consortium/Joint Venture accept joint and several liability for the due fulfilment of the obligations of the Consortium/Joint Venture deriving from, and in any way connected with, the Contract entered into with the municipality in respect of the project described under item A above.
- D. Any of the Enterprises to the Consortium/Joint Venture intending to terminate the consortium/joint venture agreement, for whatever reason, shall give the Department 30 days written notice of such intention. Notwithstanding such decision to terminate, the Enterprises shall remain jointly and severally liable to the municipality for the due fulfilment of the obligations of the Consortium/Joint Venture as mentioned under item C above.
- E. No Enterprise to the Consortium/Joint Venture shall, without the prior written consent of the other Enterprises to the Consortium/Joint Venture and of the municipality, cede any of its rights or assign any of its obligations under the consortium/joint venture agreement in relation to the Contract with the municipality referred to herein.
- F. The Enterprises choose as the *domicilium citandi et executandi* of the Consortium/Joint Venture for all purposes arising from the consortium/joint venture agreement and the Contract with the municipality in respect of the project under item A above:

Physical address: _____

_____ (code)

Postal Address: _____

_____ (code)

Telephone number: _____ (code)

Fax number: _____ (code)

	NAME	CAPACITY	SIGNATURE
1			
2			
3			
4			

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

	NAME	CAPACITY	SIGNATURE
5			
6			
7			
8			
9			
10			

Note:

1. * Delete which is not applicable
2. **NB.** This resolution must be signed by all the Duly Authorised Representatives of the Legal Entities to the Consortium/Joint Venture submitting this Bid
3. Should the number of Duly Authorised Representatives of the Legal Entities joining forces in this Bid exceed the space available above, additional names and signatures must be supplied on a separate page
4. Resolutions, duly completed and signed, from the separate Enterprises who participate in this Consortium/Joint Venture must be attached to the Special Resolution.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 2

**PROOF OF REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER
DATABASE**

Attach CSD Registration Report

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 3

CLARIFICATION MEETING ATTENDANCE CERTIFICATE

This is to certify that I,

_____ representing
_____ in the company
of _____ attended the clarification
meeting on {insert date}.....

I have made myself familiar with all conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the clarification meeting and that I understand perfectly the work to be done, as specified and implied, in the execution of this contract.

Name of Tenderer	Signature	Date

Name of Municipal Representative	Signature	Date

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 4

COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:

.....

Section 2: VAT registration number, if any:

.....

Section 3: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal Income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 4: Particulars of companies and close corporations

Company registration number

Close corporation number

Tax reference number

Section 5: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

<input type="checkbox"/>	A member of any municipal council	<input type="checkbox"/>	A employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
<input type="checkbox"/>	A member of any provincial legislation	<input type="checkbox"/>	A member of an accounting authority of any national or provincial public entity
<input type="checkbox"/>	A member of the National Assembly or the National Council of Provinces	<input type="checkbox"/>	A employee of Parliament or a provincial legislature
<input type="checkbox"/>	A member of the board of directors of any municipal entity	<input type="checkbox"/>	An official of any municipality or municipal entity

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service	
		Current	Within last 12 months

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Section 6: Records of spouses, children and parents in the service of the state

Indicate by making the relevant boxes with a cross, if any spouses, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

<input type="checkbox"/>	A member of any municipal council	<input type="checkbox"/>	An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management act, 1999 (act 1 of 1999)
<input type="checkbox"/>	A member of any provincial legislature	<input type="checkbox"/>	A member of an accounting authority of any national or provincial public entity
<input type="checkbox"/>	A member of the National Assembly or the National Council of Province.	<input type="checkbox"/>	An employee of Parliament or a provincial legislature
<input type="checkbox"/>	A member of the board of directors of any municipal entity	<input type="checkbox"/>	A official of any municipality or municipal entity

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* insert separate page if necessary

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004.
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of frauds or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed: _____

Date: _____

Name: _____

Position: _____

Enterprise: _____

Name: _____

--

Contractor

--

Witness 1

--

Witness 2

--

Employer

--

Witness 1

--

Witness 2

SCHEDULE 5

PROOF OF REGISTRATION WITH CIDB

Attach Proof of minimum Grade 3 Contractor registration with CIDB

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 6

SCHEDULE OF TENDERER'S EXPERIENCE

Complete and attach the Appointment letters and the corresponding reference letters.

	Name of project	Description of works	Project Value	Name and Contact details of Client representative
1				
2				
3				
4				
5				

Name of representative	Signature	Capacity	Date

Name of organisation:	
-----------------------	--

SCHEDULE 7

SCHEDULE OF KEY PERSONNEL

Complete and Attach Brief CV and Proof of Qualifications

	Discipline	Name and Surname	Qualifications	Years of Experience after qualification
1	Construction Manager/Team Leader			
2	Site Agent			
3	Health and Safety Officer			
4	Site Foreman			

Name of representative	Signature	Capacity	Date

Name of organisation:	
-----------------------	--

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 8

SCHEDULE OF PROPOSED SUB-CONTRACTORS

We notify you that it is our intention to employ the following sub-contractors for work in this contract. If we are awarded a contract we agree that this notification does not change the requirement for us to submit the names of proposed sub-consultants in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us. We agree we will not subcontract more than 25% of the value of the contract to a person who is not an HDI or does not qualify for such preference.

	Name and address of proposed sub-contractor	Nature and extent of work	Previous experience with sub-contractor
1			
2			
3			
4			
5			

Name of representative	Signature	Capacity	Date

Name of organisation:	
------------------------------	--

SCHEDULE 9

SCHEDULE OF PLANT AND EQUIPMENT

Attach Proof of ownership of the firm's equipment, Letter of intent or quotation from the lessor.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 10

COMMITMENTS OF TENDERER

PARTICULARS OF COMMITMENTS WHICH THE TENDERER IS PRESENTLY ENGAGED WITH: Complete

Project		Employer	Reference / Contact person	Contact Tel. No.	Contract amount	Contract period	Date of commencement	Scheduled date of completion
1								
2								
3								
4								
5								

Name of Tenderer	Signature	Date

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE 11

RECORD OF ADDENDA TO TENDER DOCUMENTS

I / We confirm that the following communications received from the Victor Khanye Local Municipality before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer: *(Attach additional pages if more space is required)*

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Name of Tenderer	Signature	Date

6. I / We confirm that no communications were received from the Victor Khanye Local Municipality before the submission of this tender offer, amending the tender documents.

Name of Tenderer	Signature	Date

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

T2.2.2 COMPULSORY MUNICIPAL BID DOCUMENTATION

MBD 2: TAX CLEARANCE CERTIFICATE

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 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 form TCC001 "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. Form TCC 001 is available from any SARS branch office nationally or on the website www.sars.gov.za.
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. Applications for the Tax Clearance Certificates may also be made via e-Filing. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.
6. Exemption to the provision of a Tax Clearance Certificate will be granted provided that:
 - a) The bidder is registered on the vendor database of the municipality and a valid tax clearance certificate was submitted together with the application for registration;
 - b) If the closing date of the price quotation or bid falls within the expiry date of the tax clearance certificate that is in the municipality's possession.

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
1. 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.

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 yes, furnish particulars.

.....

¹MSCM 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.

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....

.....

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 yes, 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 yes, furnish particulars

.....

.....

3.12 *Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?* **YES / NO**

3.12.1 If yes, furnish particulars.

.....

.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, 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

.....

Date

.....

Signature

.....

Capacity

.....

Name of Bidder

MBD 5

DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

1.	Are you by law required to prepare annual financial statements for auditing?	*YES / NO
1.1	If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.	
2.	Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?	*YES / NO
2.1	If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.	
2.2	If yes, provide particulars:	
3.	Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?	*YES / NO
3.1	If yes, provide particulars:	
4.	Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?	*YES / NO
4.1	If yes, provide particulars:	

CERTIFICATION

I, THE UNDERSIGNED (NAME)

.....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
..
Position

.....
Name of Bidder

MBD 6.1

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20

or

90/10

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

or

90/10

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
RACE	6	
GENDER	6	
DISABILITY	6	
YOUTH	2	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

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.

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 2011;
 - 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:

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

CONTRACT FORM - PURCHASE OF GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I, in my capacity as
accept your bid under reference number dated 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.

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

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

SIGNED AT ON

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

--

WITNESSES

1

2

DATE:

--

Contractor

--

Witness 1

--

Witness 2

--

Employer

--

Witness 1

--

Witness 2

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 <input type="checkbox"/>	No <input type="checkbox"/>
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 <input type="checkbox"/>	No <input type="checkbox"/>
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 <input type="checkbox"/>	No <input type="checkbox"/>

 Contractor

 Witness 1

 Witness 2

 Employer

 Witness 1

 Witness 2

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 <input type="checkbox"/>	No <input type="checkbox"/>
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 <input type="checkbox"/>	No <input type="checkbox"/>
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 CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js367bW

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

MBD 9

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.
- 3 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:
 - c. 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.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

MBD 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 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.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

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

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

THE CONTRACT

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

C1: AGREEMENTS AND CONTRACT DATA

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

C1.1 FORM OF OFFER AND ACCEPTANCE

FORM OF OFFER

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the following project:

.....

Bid / Tender Number: **TENDER NO: VKLM/RW12/MIG/P2/2025/2026**

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

By the representative of the tenderer, deemed to be duly authorized, 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 / consultant under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS THE FOLLOWING:

MBD 3.1: Rand (in words); R (in figures)

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 tender data, whereupon the tenderer becomes the party named as the provider / consultant in the conditions of contract identified in the contract data.

Signature Block: Tenderer	
Signature.....	Date.....
Name.....	
Capacity.....	
Name of organization.....	
Address of organization.....	
.....	
Signature of witness.....	Date.....
Name of witness.....	

Bidders have to complete the offer total of price in words as well as in figures

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

FORM OF 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 / consultant the amounts due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offers shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1 Agreements and contract data, (which includes this agreement)
- Part C2 Pricing data
- Part C3 Scope of work

and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

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.

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. 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 contractor) within five working 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 Block: Employer	
Signature.....	Date.....
Name.....	
Capacity.....	
for the Employer	Victor Khanye Local Municipality P.O. Box 6 Delmas, 2210
Signature of witness.....	Date.....
Name of witness.....	

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

SCHEDULE OF DEVIATIONS

1. Subject: _____
Details: _____
2. Subject: _____
Details: _____
3. Subject: _____
Details: _____
4. Subject: _____
Details: _____

By the duly authorised representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

C1.2 CONTRACT DATA

PART 1: DATA PROVIDED BY THE EMPLOYER

- a) The Employer is the **Victor Khanye Local Municipality**
- b) The authorized and designated representative of the Employer: Municipal manager
- c) The address for receipt of communications is:
- Tel: 013-665-6000
Fax: 013-665-2913
E-mail: secmm@vklm.gov.za
Address: Corner Samuel and Van Der Walt Street
Delmas 2210
- d) The Project is: **TENDER No: VKLM/RW12/MIG/P2/2025/2026**
- e) The Period of Performance commences on the date of signature of the Form of Acceptance.
- f) The location for the performance of the Project is **the Municipal area of Delmas.**
- g) The Service Provider is required to provide the Service with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards.
- h) The Service Provider is required to obtain the Employer's prior approval in writing before taking any of the following actions:
- i) Appointing Subcontractors for the performance of any part of the Services,
ii) Appointing Key Persons or Personnel not listed by name in the Contract Data.
- j) Copyright of documents prepared for the Project shall be vested with the Employer
- k) Interim settlement of disputes is to be by mediation
- l) Final settlement is by litigation
- m) In the event that the parties fail to agree on a mediator, the mediator is nominated by the National Treasury(NT)
- n) Neither the Employer nor the Service Provider is liable for any loss or damage resulting from any occurrence unless a claim is formally made within two (2) months from the date of termination or completion of the Contract.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

C1.2 CONTRACT DATA

PART 2: DATA PROVIDED BY THE SERVICE PROVIDER

The Service Provider is: _____

Address: _____

Telephone: _____

Facsimile: _____

The authorised and designated representative of the Service Provider is:

Name: _____

The address for receipt of communications is:

Telephone: _____

Facsimile: _____

Email: _____

Address: _____

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

PART 3: SCOPE OF WORKS

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

C1.2 : PART 3

DESCRIPTION OF WORKS

The scope of the contract calls for the appointment of a suitably qualified and experienced Service Provider to repair the fence, supply and install a weighbridge, construct a site office, pavement and an uncontaminated water cut-off drain at the Delmas landfill site.

1.1. SUPPLY AND INSTALLATION OF WEIGHBRIDGE

Background

The scope covers the supply, delivery, installation, commissioning and certification of a weighbridge at the landfill site. The weighbridge installation will be inclusive of the following components:

- A pitless, above-ground steel deck weighbridge (18m x 3m), designed for a maximum load of 60 tonnes.
- Two reinforced concrete ramps (height: 320 mm) with reinforced foundations designed for a load-bearing capacity of not less than 150 kPa.
- Load cells and indicator unit.
- Control room to be constructed with the site office as per drawing number 181452-2/107, positioned adjacent to the weighbridge along the access road.
- One PC with printer and UPS, fully connected to the weighbridge and housed in the control room.
- Weighbridge master software (Microsoft-compatible, with no annual fees).
- Accounting system interface (optional Back Office System integration; pricing to be quoted separately).
- Internet reporting and off-site data hosting – the system must accommodate this via the software offered. These reports must be available at site, the municipal offices and on the web. Digital imagery must be available per transaction.
- Maintenance must be offered as a Service Level Agreement and as a separate price and must include calibration and certification as deemed by the supplier.
- Capability to record gross, tare, and net weights, register first and second nett weights, and provide registration/product descriptions on a tally roll printer.
- Installation, Calibration and Certification will be in accordance to SABS/SANAS/NRCS/OIML (Please clarify especially on OIML as it is a prerequisite to ensure Quality and manufacturing Compliance as per International Standards).
- Lightning and surge protection unit, including constant voltage transformer/s, UPS equipment, and grounding/earthing connections.
- Design pack submission to the municipality for acceptance.
- Installation drawings (weighbridge foundations, ramps, control room) signed off by a Qualified Engineer.
- 24-month warranty submitted to the municipality.
- Service plan inclusive of calibration.

Installation and Commissioning

- Delivery and installation of the weighbridge and associated components to the site.
- Calibration, certification, and commissioning in line with SABS regulations.
- Issuing of accredited certification for commissioning and associated testing.
- Provision of all user manuals and operating documentation.
- Comprehensive onsite training of the relevant landfill staff on weighbridge operation and software use.

Civil Works

- Construct a reinforced concrete base and ramps per design, with 35 MPa concrete and foundations rated for ≥ 150 kPa.
- Build the site office/control room per Drawing 181452-2/107, complying with SANS 10400 (building regulations) and SANS 1200 series (e.g., SANS 1200 C for site clearance, SANS 1200 D for earthworks).

Work includes:

Consultant

Witness1

Witness2

Employer

Witness1

Witness2

- Earthworks and foundations (e.g., 300x300x600 mm footings).
- 230 mm and 115 mm brickwork to wall-plate, roof, ceiling, doors/windows, finishes.
- Plumbing and drainage to septic tank (per SANS 10400-P).
- Electrical installation per schedule (DB, lights, switches, plugs) with Certificate of Compliance (CoC).
- Testing, commissioning, and as-built drawings/O&M manuals.
- All civil designs and drawings to be signed off by a Qualified Engineer

Weighbridge Specifications

- Steel deck weighbridge, pitless above-ground.
- Dimensions: 18m (length) x 3m (width).
- Load capacity: 60 tonnes.
- Equipped with digital, weatherproof load cells and indicator unit (IP67 rating recommended).

Lightning and Surge Protection

- Install a lightning and surge protection system connected to all electronic equipment (weighbridge, PC, UPS).
- Provide earthing straps from weighbridge structure and load cells to an earth spike and DB box, per SANS 10142-1.

Additional Requirements

- Clear project delivery, installation, and completion dates to be included in the submission.
- All works to be executed in line with SABS regulations and subject to SABS verification and testing.

Measurement & Payment

- **Units:** Lump sum for weighbridge supply/installation, ramps, control room; separate items for SLA, optional interfaces, and training.
- **Re-Measurement:** Verify site conditions and adjust quantities (e.g., ramp length) as needed.

1.2. CLEAN WATER CUT OFF DRAINAGE

Background & Objective

Construct a clean-water cut-off drain along the fence to divert uncontaminated runoff away from landfill operations, adhering to clean/dirty water separation principles per DWAF (1998) Minimum Requirements.

Standards & References

- SANS 1200 DA (Earthworks) – excavation, compaction, topsoil, grassing
- SANS 1200 DK and SANS 1580 (Gabions/Reno mattresses) – outlet energy dissipation
- DWAF (1998) *Minimum Requirements* – clean/dirty water management

Geometry & Key Parameters

- Trapezoidal channel along fence line
- Side slopes: 1V: 2H
- Bottom width (b): 0.60 m
- Depth (H): 0.30 m
- Top width (T): 1.8 m
- Length: $\pm 1\ 300$ m

Scope of Work

- Survey, design confirmation & set-out
 - Confirm alignment, levels, and falls. Set out with pegs for trapezoidal profile and outfall points.
- Excavation
 - Excavate to the specified trapezoidal shape. Trim to line, level, and grade. Protect against over-excavation and soft spots per SANS 1200 DA.
- Formation & Compaction
 - Compact base and side slopes to $\geq 95\%$ Mod. AASHTO using a vibratory roller. Rework unsuitable zones with approved G7 material.
- Lining / Erosion Protection
 - Apply a 100 mm topsoil layer to channel surfaces, grass with approved seed mix (e.g., *Cynodon dactylon*), and fertilise/water for establishment per SANS 1200 DA.
 - Provide access berms/crossings where required (culvert/pipe crossings provisional).
- Energy Dissipation at Outfalls

Consultant

Witness1

Witness2

Employer

Witness1

Witness2

- Install 300 mm thick Reno mattresses with 75–150 mm graded stone, galvanised mesh lacing, and keyed-in edges per SANS 1200 DK and SANS 1580.
- Provide outlet apron ≥ 2.0 m downstream or as directed, with geotextile separator (e.g., 150 g/m²) if instructed.
- Spoil & Environmental Controls
 - Dispose of surplus spoil at a licensed facility or spread neatly as directed. Implement silt fences/traps during works to control runoff per DWAF requirements. Keep public ways and drains clear.
- QA/QC & Testing
 - Field density tests for formation; verify topsoil thickness and seed rate; inspect Reno thickness, stone grading, lacing and key-in.
 - Survey as-built long-section to prove positive drainage; record outfall details and mattress extents.
- Handover
 - Maintenance plan (desilting/grass cutting), as-builts, test results, warranty/manufacturer data sheets.

Measurement & Payment

- **Excavation:** Linear meters (m) – 1,300 m.
- **Compaction & Lining:** Square meters (m²) – 2,800 m² (formation compaction and grassed lining).
- **Reno Mattresses:** Square meters (m²) – provisional allowance; key-in/aprons in linear meters (m).
- **Spoil:** Cubic meters (m³) – provisional.
- Payment per SANS 1200 measurement rules; rates include materials, plant, labour, QA/QC, protection, and incidentals.

General Notes

- Verify alignment and outfall locations on-site. Submit design for Engineer approval.
- Ensure DWS compliance for clean water diversion, especially near debris-prone areas.
- Provide a 12-month warranty on workmanship and materials.

1.3. CLEAR-VIEW PERIMETER FENCING (MATCH EXISTING)

Background & Objective

Replace damaged sections of the perimeter fence with clear-view welded mesh panels to match the existing fence in appearance, height, color and security level. Final extent is to be re-measured on site (± 950 m identified to date; may increase up to $\pm 1\,700$ m).

Standards & References

- SANS 1200 GA – Standardized specification for civil engineering construction
- SANS 121 (ISO 1461) – Hot-dip galvanizing for steel components.
- SANS 1700 series (e.g., SANS 1700-5-1, SANS 1700-14-1) – Fasteners (general and stainless-steel specifications).
- ASTM F467/F468 (where applicable) – Nonferrous bolts and nuts for high-performance alloys (e.g., Inconel 617, if specified).
- Manufacturer/OEM data sheets – For mesh panels, posts, coatings, and fasteners.

Existing Conditions

- Existing “clear-view” type mesh fence with posts and clamp bars.
- Heights, mesh aperture, wire gauge, post section and colour to be confirmed on site and matched.

Scope of Work

- Survey & set-out
 - Confirm fence line, property beacons and services. Peg out straights, corners, changes in grade.
- Remove & dispose damaged fence (where instructed)
 - Carefully dismantle panels, clamp bars and posts. Break out footing concrete.
 - Cart debris to licensed facility. Stockpile salvageable items if directed.
- Supply clear-view fence to match existing

Consultant

Witness1

Witness2

Employer

Witness1

Witness2

- Panels: welded mesh panels matching existing height, aperture and wire diameter (e.g., anti-climb narrow aperture).
- Posts & clamp bars: section/profile to match existing; include end/corner/strainer posts.
- Fasteners: tamper-resistant (e.g., shear-off or security Torx), Stainless steel (Grade 316 for coastal/high-corrosion sites, Grade 304 for inland) per SANS 1700-14-1, or hot-dip galvanized carbon steel (Grade 8.8) per SANS 1700-5-1 with corrosion protection.
- Coatings: Hot-dip galvanized per SANS 121, polyester powder-coated to match existing colour.
- Foundations / Footings
 - In-ground posts: minimum 25 MPa concrete; typical footing $\geq 300 \times 300 \times 600$ mm deep; corner/strainer posts $\geq 400 \times 400 \times 900$ mm (confirm with ground conditions).
 - On slabs/retaining walls: base-plated posts with M12+ chemical anchors (if/where applicable).
- Gates (Provisional)
 - Pedestrian/vehicular sliding gates to match fence; complete with lock boxes, hinges/rollers, guides, stops and ground beams/tracks where required.
- Tolerances & Finish
 - Alignment: ± 20 mm on plan over 30 m straight.
 - Verticality: $\leq 1:500$ (≈ 4 mm per 2.0 m post).
 - Top level: ± 10 mm between adjacent panels.
 - No protruding sharp edges; all fasteners internal/secure side where practicable.
- QA/QC & Testing
 - Coating certificates (galv & powder-coat), fastener certification.
 - Concrete cube tests if instructed, anchor pull-tests where base-plates used.
 - As-built chainage of corners, gate positions and tie-ins.
- Handover
 - Snag/defect rectification, as-builts, O&M (gate hardware), warranty certificates.

Measurement & Payment

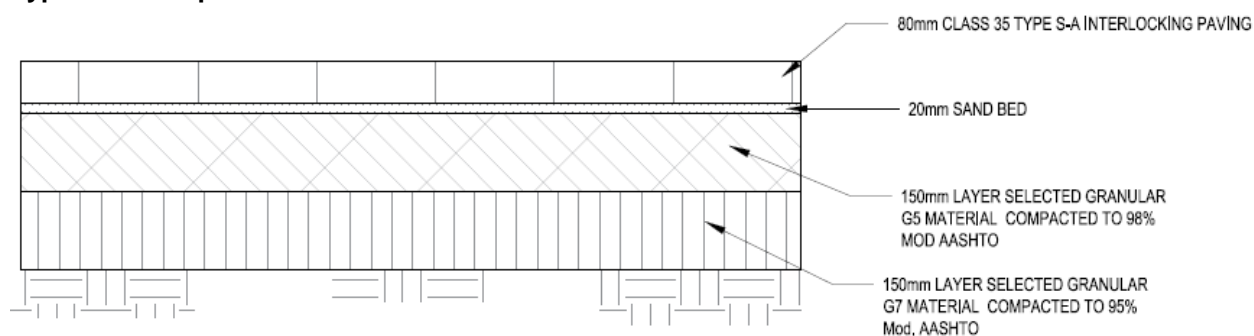
- Linear metres (m) of completed fence; number (No.) for gates; item for removals and special details.
- Lengths are re-measurable. Contractor to verify height, aperture, colour and all dimensions on site before fabrication.

1.4. LANDFILL ENTRANCE PAVING

Standards & references:

- SANS 1200 ME/MF/MJ/MK (as applicable): Standardised specifications for civil engineering construction (earthworks, material handling, foundations, and kerbing).
- SANS 1058: Concrete paving blocks (requirements for Class 35 Type S-A interlocking blocks).
- OHSA: Occupational Health and Safety Act (compliance for worker safety).

Typical build-up



Consultant	Witness1	Witness2	Employer	Witness1	Witness2

Works to be executed:

- **Setting out & traffic accommodation.**
 - Establish paving alignment, levels, and falls (e.g., 1–2% crossfall for drainage). Protect existing services (e.g., water, electrical) with temporary barriers or covers. Provide traffic management
- **Subgrade preparation & proof-rolling.**
 - Excavate and trim subgrade to design levels and falls. Proof-roll with a loaded roller (e.g., 10-tonne) to identify soft spots; repair as needed per SANS 1200 ME.
- **Undercut (if required):**
 - Excavate unsuitable material up to 500 mm deep, extending 1.0 m beyond paving edges. Replace with approved G7 fill in 150 mm layers, compacted to $\geq 95\%$ Mod. AASHTO. Dispose of unsuitable material at a licensed facility, ensuring compliance with environmental regulations.
- **G7 sub-base:**
 - Place approved G7 material in 150 mm layers. Shape and compact to $\geq 95\%$ Mod. AASHTO using a vibratory roller. Confirm density with field tests (e.g., sand replacement or nuclear gauge per SANS 3001)
- **G5 base:**
 - Place approved G5 material in 150 mm layers. Shape and compact to $\geq 98\%$ Mod. AASHTO. Verify density with field tests per SANS 3001. Ensure uniform thickness and surface regularity.
- **Bedding sand (20 mm):**
 - Spread 20 mm of clean, coarse sand (conforming to SANS 1058 Annex A) uniformly across the G5 base. Do not pre-compact; screed to level before laying paving blocks.
- **Paving blocks (80 mm Class 35 Type S-A):**
 - Lay 80 mm Class 35 Type S-A interlocking paving blocks (per SANS 1058) in a herringbone or other approved bond pattern. Cut blocks to fit edges using a masonry saw. Compact with a plate compactor and broom/vibrate jointing sand (conforming to SANS 1058) to refusal. Ensure surface tolerance ≤ 10 mm over 3 m straightedge per SANS 1200 MK.
- **Edge restraint / kerbing:**
 - Install concrete kerbs (precast per SANS 1200 MK) or haunched edge beams to confine paving. Anchor kerbs with M12 chemical anchors or cast-in dowels were required.
- **Quality control & testing:**
 - Conduct density tests for G7 ($\geq 95\%$ Mod. AASHTO) and G5 ($\geq 98\%$ Mod. AASHTO) using SANS 3001 methods. Verify subgrade CBR (California Bearing Ratio) $\geq 7\%$ if undercut is needed. Check paving levels and shape with a 3 m straightedge. Provide SANS 1058 compliance certificates for paving blocks and sand.
- **Handover:**
 - Clean site of excess material and debris. Submit as-built levels and falls, maintenance notes and test certificates.

General Tender Notes (apply to all work packages)

- This is a re-measurable contract; quantities shown are indicative. The Contractor shall verify all lengths, heights and details on site before fabrication/construction.
- Submit shop drawings for fence posts, panels, gates, and for any special drainage details (crossings, junctions).
- All works to comply with the cited SANS standards, OEM instructions, and the Engineer's directions.
- Provide as-built drawings and a 12-month defects/warranty on workmanship and materials (coatings per manufacturer's warranty).

Consultant

Witness1

Witness2

Employer

Witness1

Witness2

CONTRACT NO.: T/WR08/MIG/P2/2021/2022

C2.1 PRICING INSTRUCTION

1. These pricing instructions provide the Tenderer with guidelines and requirements with regard to the completion of the Pricing Schedule. These pricing instructions also describe the criteria and assumptions, which will be assumed in the Contract to have been taken into account by the Tenderer when developing his prices.
2. The Pricing Schedule shall be read with all the documents, which form part of this Contract.
3. The following words have the meaning hereby assigned to them:

Unit	The Unit of measurement for each item of work in terms of the Scope of Work.
Rate	The payment per unit of work at which the tenderer tenders to do the work.

4. The rates to be inserted in the Pricing Schedule are to be full inclusive for the work described under the several items. Such rates shall cover all costs and expenses that may be required in and for the execution of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based, as well as overhead charges and profit.
5. A rate is to be entered against each item in the Schedule of Fees and Disbursements. An item against which no rate is entered will be accepted as a rate of nil having been entered against such items and covered by the other prices or rates in the schedule.
6. All rates and sums of money quoted in the Pricing Schedule shall be in Rands
7. The items measured, except for items under the Preliminaries & Generals, are to be priced as estimated .The actual quantities shall be measured, determined and agreed to prior to execution of work. All rates quoted shall remain valid for the duration of the contract. Where items shall be measured from drawings supplied, quantities shall be measured net in accordance with the Drawings, and no allowance shall be made for waste.
8. The prices and rates to be inserted in the Pricing Schedule are to be the full inclusive prices to the Employer for the work described under the several items. The prices and rates shall be exclusive of Value Added Tax. Such prices shall cover all costs and expenses that may be required in and for the construction of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based.
9. In the event of the Tenderer failing to price any item it will be held that the Tenderer has made adequate allowance under other items for all labour, material and costs required for the execution, not only of the quantum of work covered by the unpriced item but also for any increase in the said quantum which may have to be undertaken during the course of the Contract.
10. For each cluster tendered, the Form of Offer and Acceptance for the respective cluster shall be completed.
11. For the purposes of this Bill of Quantities, the following words shall have the meanings hereby assigned to them:

Unit	:	The unit of measurement for each item of work as defined in the Standardized, Project or Particular Specifications
Quantity	:	The number of units of work for each item
Rate	:	The payment per unit of work at which the Bidder bids to do the work
Amount	:	The quantity of an item multiplied by the bid rate of the (same) item
Sum	:	An amount bid for an item, the extent of which is described in the Bill of Quantities, the Specifications or elsewhere, but of which the quantity of work is not measured in units

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12. The units of measurement indicated in the Bill of Quantities are metric units. The following abbreviations may appear in the Bill of Quantities:

mm	=	millimetre
m	=	metre
km	=	kilometre
km-pass	=	kilometre-pass
m ²	=	square metre
m ² -pass	=	square metre-pass
ha	=	hectare
m ³	=	cubic metre
m ³ -km	=	cubic metre-kilometre
kW	=	kilowatt
kN	=	kilonewton
kg	=	kilogram
t	=	ton (1 000 kg)
%	=	per cent
MN	=	meganewton
MN-m	=	meganewton-metre
PC Sum	=	Prime Cost Sum
Prov Sum	=	Provisional Sum

13. The underneath specifications are just brief specifications, and Tenderers must ensure that items tendered for, shall render a service which shall result in full functionality after the service has been rendered, notwithstanding any omissions in the brief specifications. Costs to finalise a service rendered to obtain full functionality and meet all the necessary safety standards will be for the account of the tenderer. 'Install/Installation' shall in all cases mean that, after completion by the tenderer, the work will be fully functional/serviceable to a generally accepted level, notwithstanding any omissions in the brief specifications.
14. Tenderers must take note that only suitably qualified, certified and authorised personnel for specialised work or any other specialised level of expertise that might be required for a task, as will be determined by Council, shall be allowed to work on such tasks, and failure to comply with the aforementioned, will result in administrative steps to be taken, which may lead to or result in cancellation of the contract.
15. Tenderers not delivering within the agreed upon time allocation, or do not comply to the time schedules as determined by Council, without a valid reason, will result in administrative steps to be taken, which may lead to or result in cancellation of the contract.
16. Council will not supply the material for the labor required on this tender, but tenderers must make provision in their pricing on the tender prices, for the smaller quantities of smaller consumables, including but not limited to, screws and fisher plugs, bolts and nuts, lugs and ferrules, orange cable warning tape and barrier(chvron) tape, insulation tape, rags, saddles, etc.
17. Also note that all activities on this tender will take place in the Victor Khanye Local Municipal Area (Delmas).
18. Tenderers may not, to suit the tenderer's needs, alter, modify, adjust, substitute or in any other way make changes to the material supplied for a project, without the written permission of the municipality delegated official.
19. All tenderers must supply their own vehicles, plant, machinery, tools, equipment and items needed to perform the work, as well as the transport thereof. Any of the aforementioned needed from Council by the tenderer, will be rented at tariffs to be determined and shall only be supplied after payment has been received by the Financial Department.
20. Undermentioned specifications shall be applicable and so tendered per item as per these specifications listed, within each of the Main items as indicated on the Pricing Schedule:

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C2.2 MBD 3.1 - PRICING SCHEDULE

Section 1: Preliminary & General (SANS 1200 AD)					
Item No.	Description	Unit	Quantity	Rate	Total
1.1	Site establishment, offices, facilities, setting out, security/hoarding, signage, traffic accommodation, and demobilisation	Sum	1		
1.2	Contractual compliance (insurances, guarantees, permits, and compliance with OHSA)	Sum	1		
1.3	Time-related charges (supervision, safety officer, quality control, environmental compliance per DWS requirements)	Sum	1		
1.4	As-built drawings, operation & maintenance (O&M) manuals, and training of client staff	Sum	1		
1.5	Name board	Sum	1		
Section 1A: TIME RELATED					
1.6	Contractual Requirements	Months	8		
1.7	Facilities for the Engineer	Months	8		
1.8	Facilities for the Contractor	Months	8		
1.9	Supervision for Duration of Construction	Months	8		
1.10	Company and Head Office Overhead Costs for the Duration of the Construction	Months	8		
	Sub-Total				
Section 2: Clean Stormwater Cut-Off Drain (SANS 1200 DA)					
Item No.	Description	Unit	Quantity	Rate	Total
2.1	Excavate trapezoidal cut-off channel to line, level and grade (L = 1300m b=0.6 m, H=0.30 m, 1V:2H)	m	1300		
2.2	Compact formation (base & side slopes) to 95% Mod AASHTO	m ²	2 800		
2.3	Supply and place 100 mm topsoil, grass seeding (e.g., Cynodon dactylon), fertiliser, and watering to establishment (Grass establishment to be monitored for 6 weeks post-seeding.)	m ²	2 800		
2.4	Disposal or stockpiling of surplus excavated spoil at designated locations	m ³	Prov		
	Sub-Total				
Section 3: Reno Mattress Energy Dissipation (SANS 1200 DK SANS 1508)					

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3.1	Reno mattress outlet aprons 300 mm thick; 75–150 mm graded stone; galvanised mesh lacing; keyed-in edges	m ²	12 (Prov.)		
3.2	Apron length (≥2.0 m downstream) to be confirmed at outfalls based on flow velocity.	m	14		
	Sub-Total				
Section 4: Fencing Repairs (SANS 1200 GA SANS 1700)					
Item No.	Description	Unit	Qty		
4.1	Remove and cart away damaged fence sections (including panels, posts, and footings) to a licensed facility	m	Prov (950)		
4.2	Supply and install new fence to match existing (per SANS 10244 galvanised reinforcement), including 25 MPa concrete foundations (300x300x600 mm typical, 400x400x900 mm for corners)	m	Prov(950)		
4.3	Minor fence repairs (straightening, welding, tightening of fasteners, etc.)- Fasteners to be tamper-resistant (e.g., security Torx or shear-off), stainless steel Grade 316, or hot-dip galvanised per SANS 121.	Item	Prov		
	Sub-Total				
Section 5: Testing, Certification & Handover					
5.1	Testing and commissioning of cut-off drain and Reno mattress outfalls (density tests, drainage survey-Include as-built long-section survey to verify positive drainage.)	Sum	1		
5.2	Accredited certification and SABS/SANAS verification	Sum	1		
	Sub-Total				
Section 6: Weighbridge & Control Room					
6.1	Supply, deliver, and install pitless above-ground steel deck weighbridge (18 m x 3 m, 60 t capacity, with side rails, digital weatherproof load cells, 1 x indicator, IP67 rated)	Sum	1		
6.2	Weighbridge management software (perpetual licence, Microsoft-compatible): gross/tare/net, first/second net weights, reporting, audit trail, user roles	Sum	1		
6.3	Control room equipment: PC, A4 printer, tally-roll printer, UPS (integrated with weighbridge)	Sum	1		
6.4	Lightning and surge protection; earthing to earth spike and DB per SANS 10142-1; constant-voltage transformer(s) and UPS	Sum	1		

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6.7	Delivery, installation, system integration and commissioning	Sum	1		
6.8	Calibration and accredited certification/verification (issue certificates)	Sum	1		
6.9	On-site operator training (operation & software)	Sum	1		
6.10	Geotechnical investigations (provisional, including soil testing and foundation design)	Sum	1		
6.11	Warranty and service plan including calibration visits (minimum 24 months)	Sum	1		
6.12	Optional: Solar PV and extended UPS backup for weighbridge and control room	Sum	1		
	Sub-Total				

Section 7: Site Office (per Drawing 181452-2/107)

7.1	Site office building complete per Drawing 181452-2/107 (plan, elevations, notes), including all trades: earthworks, 35 MPa concrete foundations (300x300x600 mm), 230 mm & 115 mm brickwork to wall-plate, roof/ceiling, doors/windows, finishes, plumbing (to septic per SANS 10400-P), electrical (DB, lights, switches, plugs) with CoC, testing/commissioning, as-builts, and handover. Ensure compliance with SANS 10400 and SANS 1200 series (e.g., SANS 1200 C, D). Include drainage to septic tank and electrical testing per SANS 10142-1.	Sum	1		
	Sub-Total				

Section 8: Entrance Road Segmental Paving

8.1	Subgrade trimming, shaping, and proof-rolling to design falls (1–2%)	m ²	2,000		
8.2	Undercut of unsuitable material: excavate in plan 1.0 m beyond paving edges, to suitable material, max 500 mm deep; cart to licensed spoil site	m ³	Prov.		
8.3	Replacement fill (G7) in 150 mm layers, compacted to ≥95% Mod. AASHTO	m ³	Prov.		
8.4	G7 selected granular sub-base, 150 mm compacted thickness, ≥95% Mod. AASHTO	m ³	350		
8.5	G5 selected granular base, 150 mm compacted thickness, ≥98% Mod. AASHTO	m ³	350		
8.6	Bedding sand, 20 mm uniform layer (conforming to SANS 1058 Annex A)	m ³	45		
8.7	80 mm Class 35 Type S-A interlocking paving, including cutting, laying, compaction, jointing sand, and final sweep	m ²	2,000		

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8.8	Edge restraint / kerb including haunching	m	Prov.		
8.9	Field density tests (G7/G5) and material compliance certificates (SANS 1083 for G7/G5, SANS 1058 for paving)	Prov. Rate	1		
8.10	Site clean-up and handover, including as-built levels and falls	Sum	1		
	Sub-Total				

Item No	Item Description	TOTAL
1.	Section 1: Preliminary & General (SANS 1200 AD)	
2.	Section 2: Clean Stormwater Cut-Off Drain (SANS 1200 DA)	
3.	Section 3: Reno Mattress Energy Dissipation (SANS 1200 DK SANS 1508)	
4.	Section 4: Fencing Repairs (SANS 1200 GA SANS 1700)	
5.	Section 5: Testing, Certification & Handover	
6.	Section 6: Weighbridge & Control Room	
7.	Section 7: Site Office (per Drawing 181452-2/107)	
8.	Section 8: Entrance Road Segmental Paving	
	SUB-TOTAL	
	VAT	
	GRAND TOTAL	

Implementation Notes

- Site Verification: Conduct surveys for drain alignment, fence damage, and weighbridge subgrade before tender submission.
- Materials: Source G7/G5 materials per SANS 1083, paving blocks per SANS 1058, and steel per SANS 50025.
- Coordination: Align weighbridge ramps with drainage outfalls to prevent water pooling.
- Safety: Implement OHSA-compliant barricades and PPE for all works.

NOTE: THE GRAND TOTAL MUST BE TRANSFERRED TO THE FORM OF OFFER.

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THIRD AND FINAL STAGE OF EVALUATION: PRICE AND TARGETED GOALS

The specification committee will use the municipal Supply Chain Management Policy for evaluation of Prospective Service Providers as per the approved scoring system Victor Khanye Local Municipal Council

BID Number : VKLM/RW12/MIG/P2/2025/2026 APPOINTMENT OF A SERVICE PROVIDER FOR DEVELOPMENT OF THE 2ND PHASE OF THE LANDFILL SITE IN DELMAS BUILDING WORKS AND MISCELLANEOUS WORKS.

Points System: 80:20

The tender shall be evaluated on an 80/20 preferential points system, where 80 points will be allocated in respect of price and 20 points in respect of targeted goals.

POINTS FOR CONTRACTING AN ENTERPRISE OWNED BY HISTORICALLY DISADVANTAGED PERSONS OR INDIVIDUALS		
HISTORICALLY DISADVANTAGED PERSONS OR INDIVIDUALS	POINTS ALLOCATION	SOURCE DOCUMENTS REQUIRED TO CLAIM POINTS
100% black person or people owned enterprise	6	A copy of a Full CSD report not older than 3 months

POINTS FOR CONTRACTING AN ENTERPRISE OWNED BY WOMEN OR MEN		
WOMEN OR MEN	POINTS ALLOCATION	SOURCE DOCUMENTS REQUIRED TO CLAIM POINTS
More than 30% women owned enterprise	6	A copy of a Full CSD report not older than 3 months
Men only owned enterprise	5	

POINTS FOR CONTRACTING AN ENTERPRISE OWNED BY PEOPLE WITH DISABILITY		
PEOPLE WITH DISABILITY	POINTS ALLOCATION	SOURCE DOCUMENTS REQUIRED TO CLAIM POINTS
More than 30% people living with disability shareholding or owned enterprise	6	A copy of a Medical Certificate to confirm disability

POINTS FOR IMPLEMENTING RDP PROGRAMMES		
YOUTH	POINTS ALLOCATION	SOURCE DOCUMENTS REQUIRED TO CLAIM POINTS
100% YOUTH OWNED ENTERPRISE PERSONS WHO ARE AGE 35 YEARS AND LESS	2	A COPY OF A FULL CSD REPORT NOT OLDER THAN 3 MONTHS.
TOTAL PREFERENCE POINTS TO BE CLAIMED	20	

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Witness1

Witness2

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GENERAL CONDITIONS OF CONTRACT

The General Conditions of Contract is not included in this document and can be downloaded from the following website:

<http://www.treasury.gov.za/legislation/pfma/public%20entities/PFMA%20GCC%20July%202010.pdf>

The Supply Chain Management Policy (SCM) is not included in this document and can be downloaded from the following website: www.victorkhanyelm.gov.za



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Witness 1




Witness 2



Employer



Witness 1



Witness 2