

SASSA: RFQ: JQ011

INVITATION TO BID

**TERMS OF REFERENCE FOR UPGRADING OF ELECTRICITY FROM SINGLE
PHASE TO THREE PHASE AT STERKSPRUIT LOCAL OFFICE**

BRIEFING SESSION: THERE WILL BE A COMPULSORY BRIEFING SESSION

**DATE: 23 July 2024
TIME: 10:00
VENUE: 80 Van Tonder
Sterkspruit
Eastern Cape
9762**

**PROPOSALS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:
SASSA
76 BALMORAL BUILDING
SOMERSET STREET
ALIWAL NORTH
9750**

CLOSING DATE: 30 July 2024

TIME: 11:00

Queries relating to the issues of these documents may be addressed to:

Ms. T. Motemekoane
Tel No. 0516338612
E-mail. ThembieZ@sassa.gov.za

or

Ms. A Somi
Tel No. 0516338615
E-mail. AnivuyinaS@sassa.gov.za
Office Hours: 08:00 – 16:00 Mon-Fri

BID DOCUMENTS CAN BE OBTAINED BY EXPRESSING INTEREST TO THE FOLLOWING EMAIL;

QuotationsJoeGqabi@sassa.gov.za alternatively on the day of briefing.



*paying the right social grant, to the right person,
at the right time and place. NJALO!*

South African Social Security Agency
Eastern Cape Region

BKB Building. Cnr Merino & Fitzpatrick Road
Quigney • East London
Private Bag X9001. Chiselhurst • East London 5200
Tel: +27 43 707 6300 • Fax: +27 43 707 6487
www.sassa.gov.za

Tender Notice and Invitation to Tender

UPGRADING OF ELECTRICITY FROM SINGLE PHASE TO THREE PHASE AT STERKSPRUIT LOCAL OFFICE.

Employer Tender Number: JG011

cidb Reference Number: 100096113

SOUTH AFRICAN SOCIAL SECURITY AGENCY EAST LONDON INVITES TENDERS FOR UPGRADING OF ELECTRICITY FROM SINGLE PHASE TO THREE PHASE AT STERKSPRUIT LOCAL OFFICE.

It is estimated that tenderers should have a cidb contractor grading of 1EP or higher.

Only tenderers who are Tax compliant, have an active CIDB status and registered with CSD on the closing date of the RFQ are eligible to submit tenders.

The document will be available on SASSA website (www.sassa.gov.za) and on the site briefing or via email at no cost and will be emailed to contractors that have expressed interest by registering interest on the QuotationsJoeGqabi@sassa.gov.za email address.

Queries relating to the issues of these documents may be addressed to:

Ms. A Somi

Tel No. 0516338615

E-mail. AnivuyinaS@sassa.gov.za

or

Ms. T. Motemekoane

Tel No. 0516338612

E-mail. ThembieZ@sassa.gov.za

A compulsory clarification meeting with representatives of the Employer will take place at SASSA STERKSPRUIT LOCAL OFFICE, 80 Van Tonder street, Sterkspruit 9762 on 23 July 2024 starting at 10h00.

The closing time for receipt of Tenders is 11h00 on Tuesday, July 30, 2024.

Late Tenders will not be accepted.

Tenders may only be submitted on the tender documentation that is issued.

Requirements for sealing, addressing, delivering, opening and assessment of Tenders are stated in the Tender Data.

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UPGRADING OF ELECTRICITY FROM SINGLE PHASE TO THREE PHASE AT STERKSPRUIT LOCAL OFFICE.

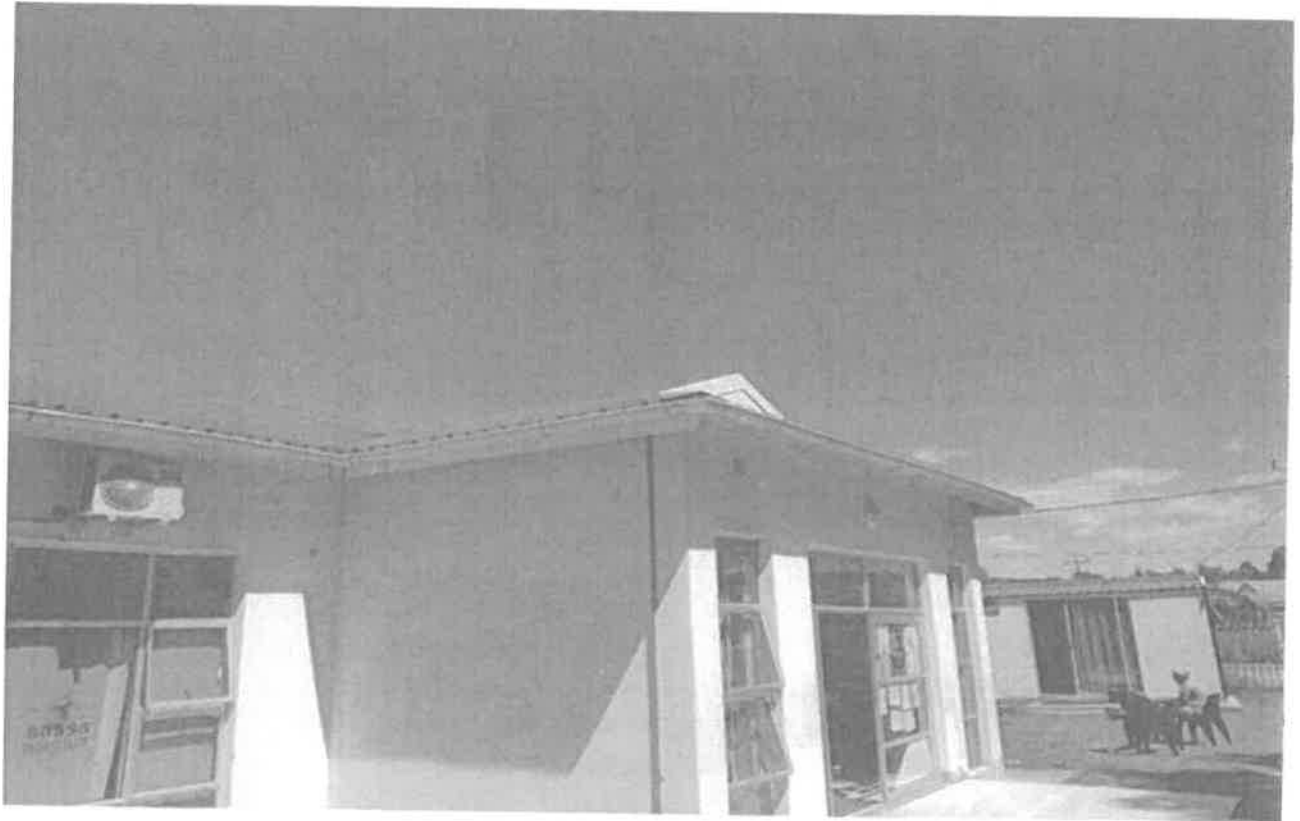
NO	DESCRIPTION OF DOCUMENT
1	TERMS OF REFERENCE
2	SBD 3.1
3	SBD 4
4	SBD 6.1
5	SBD 7.2 CONTRACT FORM – PURCHASING OF SERVICES OR WORKS
6	BOQ

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TERMS OF REFERENCE – UPGRADING OF ELECTRICITY FROM SINGLE PHASE TO THREE PHASE AT STERKSPRUIT LOCAL OFFICE

- **Project Information**

Project Name : UPGRADING OF ELECTRICITY FROM SINGLE PHASE TO THREE PHASE
Local Municipality : Senqu Local Municipality
Client/User : South African Social Security Agency
District : Joe Gqabi



1. Background

Eastern Cape region constructed a new Sterkspruit Local Office in 2013/14 financial year through Local Office Improvement Project (LIOP). The office was constantly experiencing electricity challenges amongst other challenges since the construction of the new office.

The office is still continuing to experience challenges which impacts on business continuity, the Acting Regional Executive Manager (AREM) approved the submission for sourcing of quotation/s from a reputable service provider to upgrade electricity at Sterkspruit Local Office from one phase to three phase.

Physical Address:

80 Van Tonder
Sterkspruit
Eastern Cape
9762

2. Project Scope

- Upgrading of electricity from single phase to three phase

3. Procedure of Work

The Client reserves the right to direct the order in which the contract will be executed, should circumstances necessitate such action.

4. Protection, etc.

The contractor must protect all work not removed such as walls, doors, windows, fittings, etc. from damage during the progress of the work and provide all necessary materials for doing so.

5. Existing Buildings Occupied

Appointed service provider is advised that the existing building will be in occupation during the project implementation and due allowance must be made for the work being carried out in such a manner that will least interfere with the general routine of the occupants.

6. Noise Prevention

The Contractor shall take special care to minimise noisy operations during business hours. Such measures will include, inter alia, the use of silent compressors and strict control of workmen.

7. Equipment

All safety equipment and clothing necessary for execution of the work required will be supplied by the contractor and will be in accordance with prescribed Occupational Health and Safety Act 85 of 1993.

South African Social Security Agency is not responsible for storage of tools, equipment, machinery and equipment of the contractor.

8. Progress meetings

Project team will conduct site meetings on an agreed interval during site hand over to monitor progress. A schedule of progress meetings will be developed by the project team.

9. Duration of the project

The duration of the project will be One (1) month from date of site handover.

10. Termination

The employer may give notice of intention to terminate this agreement where the contractor has failed to:

- proceed with the works,
- comply timeously with a contract instruction,
- Remedy a specified default within such period the employer may forthwith give notice to the contractor of termination of this agreement.

11. Practical Completion

The project team shall inspect the works at appropriate intervals to give the contractor interpretations and direction on the standard of work and the state of completion of the works required of the contractor to achieve practical completion

12. Penalty for Late or Non-Completion

The General Conditions of Contract shall apply in instances of non-performance and delayed completion dates not being met.

13. Experience and Expertise

Contractor must have three (3) contactable references for completed projects of similar nature. Reference letters should state the scope of work, value and project duration.

14. RESPONSIBILITIES

14.1. The Service Provider shall:

14.1.1. Thoroughly test the system and hand over to SASSA with an electrical Certificate of Compliance (CoC).

14.1.2. Conduct business in a courteous and professional manner.

14.1.3. Ensure that all staff working under this contract are in good health and pose no risk to any SASSA employees.

14.1.4. Comply with SASSA security and OHS policies, procedures and regulations.

14.1.5. Must not use any poisonous or highly inflammable substances without the written consent of SASSA.

14.1.6. Ensure that all work performed and all equipment used on site are in compliance with the Occupational Health and Safety Act, 1993 (Act no. 85 of 1993) and any regulations promulgated in terms of this Act and the standard instructions of SASSA;

14.1.7. Provide all staff working under this contract with protective clothing and name tags.

14.1.8. The service provider shall be responsible for clearing the site after the project has been completed.

14.2. **SASSA shall:**

14.2.1 Manage the contract in a professional manner.

14.2.2 Provide appropriate information as and when required and only in situations Where it is required by the service provider to fulfil their duties.

14.2.3 Not accept any responsibility for any damages suffered by the Service Provider or their staff for the duration of the contract.

14.2.4 Not accept any responsibility for accounts/expenses incurred by the Service Provider that was not agreed upon by the contracting parties.

14.2.5 Reserve the right to negotiate with the service provider in regard to Quotation price

14.2.6 Respond to requests for clarification received up to 3 working days before the bid closing time.

15. Bid Conditions

15.1 The contract shall be concluded between SASSA and the successful service provider(s).

15.2 SASSA reserves the right to award or not to award the bid.

15.3 SASSA reserves the right to negotiate the price with the successful bidder(s).

15.4 Bidders must comply with safety regulations at all times during operations.

15.5 The bid offer validity period is 60 days.

16. Evaluation Criteria

Bids will be evaluated in terms of the below-mentioned criteria:

Stage One - Phase One: Mandatory Compliance

- Phase Two: Administrative Compliance

Stage Two - Price and preference points (80/20)

16.1 Stage One - Phase One: Mandatory Compliance

Mandatory Compliance

Attendance of a compulsory site briefing

A summarised quotation with description of goods and services(project title) must be submitted together with a completed BOQ

Quotation must be signed by company director(s) or representative
Quotation must be address to SASSA
Validity period
Quotation must be on a company letterhead and include company registration number
Quotation must have a total cost/price and include VAT
Quotation must have physical address and contact details
Active CIDB status and are registered on CSD on the closing of the bid with 1EP grading or Higher
The bidder must submit a valid and certified proof of Registration with Department of Labour as Electrical Contractor. The certification must be issued to supplier/Company/Entity name specific by Deartment of Labour, as per Occupational Health and Safety Act, Act No. 85 of 1993.
Late submissions will not be considered
<p>QUOTATION MUST BE DEPOSITED IN THE BID BOX SITUATED AT:</p> <p>SASSA 76 BALMORAL BUILDING SOMERSET STREET ALI WAL NORTH 9750</p>

NB: Service providers who fail to comply with the above requirements will be disqualified and not proceed to Phase 2 of the evaluation.

16.2 Stage One - Phase Two: Administrative Compliance

Documents that must be submitted	
SBD Forms <ul style="list-style-type: none"> SBD 3.1, SBD 4, SBD 6.1, SBD 6.2 	Fully complete and duly sign the documents

Valid SARS Tax Status Pin		In the event where a bidders submits a hard copy of the Tax Clearance Certificate, the CSD verification as well as SARS e-filing verification outcome will take precedence. The bidders must be tax compliant on CSD and or SARS e-filing.
Certified Identity Documents of Directors as per CSD registration report		Certification not older than 3 months
Valid Sworn Affidavit/ Original/ Certified Copy of BBBEE Certificate		Certification not older than 3 months

PHASE 2: PHASE ONE – Price and Preference Points

16.1.2.1 Points awarded for B-BBEE Status Level of Contribution

- Provision of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its regulation will apply in terms of awarding points. Preference Points Claim Form, SBD 6.1 should be completed and signed by the bidder to be able to claim preference points.
- In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

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)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	

B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Non-compliant	0	
Note: In the event of a bidder claiming more than one specific goal category, SASSA will allocate points based on specific goal with the highest points		

Returnable document to claim points	Please tick below for the attached document
1. B-BBEE Certificate	
2. Sworn Affidavit (EME or QSE)	
3. CSD registration number	

17. Arithmetical errors, omission and discrepancies

- 17.1 Check responsive bidders 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.
- 17.2 Where there is a calculation error between rates and total the rate shall govern.
- 17.3 Where there are arithmetical errors in the bid, the bid price governs.
- 17.4 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 quantity, the line item shall govern.
- 17.5 Where there is an error in the total of the prices either as a result of other corrections required by checking process or in the tenderers addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices.

- 17.5 For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.

18. Validity of quotations

All quotations remain valid for a period of 60 days from the closing date of the bid

19. Enquires

All enquiries regarding the bid must be in writing and can be directed to the following SASSA officials 2 working days before closing date.

ENQUIRIES CAN BE DIRECTED TO:

For technical enquiries:

Name: Ms X. Mbatha

Tel: 043-707 6342

Email: Xolilemb@sassa.gov.za

For Supply Chain Management Enquiries:

Name: Ms A. Somi

Tel: 051 633 8615

Email: AnivuyinaS@sassa.gov.za

SBD 3.1

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number: JG011
Closing Time 11:00	Closing date 30 July 2024

OFFER TO BE VALID FOR **60 DAYS** FROM THE CLOSING DATE OF BID.

ITEM NO. INCLUDED)	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES
-----------------------	----------	-------------	---

	R
- Required by:	SASSA EASTERN CAPE
- At:	SASSA Joe Gqabi District Aliwal North
- Brand and model	Not Applicable
- Country of origin	Not Applicable
- Does the offer comply with the specification(s)?	*YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery	1 month contract *Delivery: Firm
- Delivery basis	As and When Required

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

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

***Delete if not applicable**

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?

YES/NO

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

2.2

Full Name	Identity Number	Name of State institution

ou, or any person connected with the bidder, have a relationship with any

¹ The power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

person who is employed by the procuring institution?

YES/NO

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, _____ the _____ undersigned,
(name)..... in
submitting the accompanying bid, do hereby make the following statements
that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in

² 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.

relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Signature Date
..... Position Name of bidder

SBD 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

1.2 To be completed by the organ of state

(a) The applicable preference point system for this tender is the 80/20 preference point system.

- 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
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$	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	Number of points claimed (80/20 system) (To be
---	--	--

	by the organ of state)	completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Non-compliant	0	
Note: In the event of a bidder claiming more than one specific goal category, SASSA will allocate points based on specific goal with the highest points		

Returnable document to claim points	Please tick below for the attached document
1. B-BBEE Certificate	
2. Sworn Affidavit (EME or QSE)	
3. CSD registration number	

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
 - (f) deemed necessary

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

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

CONTRACT FORM - RENDERING OF SERVICES

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

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals 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 date of the 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);
 - Filled in task directive/proposal;
 - 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 services 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 fulfilment 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

.....

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

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

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	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 ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

....

2

SOUTH AFRICAN SOCIAL SECURITY AGENCY

Grading: 1EP or Higher (Electrical)

SPECIFICATION FOR UPGRADING ELECTRICITY IN STERKSPRUIT LOCAL OFFICE

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	ELECTRICAL REPAIRS				
	Conduct assessment on electricity in the building, provide findings with cost breakdown(BOQ/ Quotation) and rectify the identified defects. BOQ must include the following: Installation of a new DB, Cable change from Kloak to the building, Electrical wire the entire building, Commissioning of entire installation by a competent person as per supplier requirements.	Item	1.00		
2	Provide a Certificate of Compliance (CoC) on completion	Item	1.00		
3	Allow for removal of existing DBs, wiring, etc in the building	Item	1.00		
4	Allow a provisional sum amount of R10,000.00 for replacing ceiling panels. (Quotes before work is done)	Item	1.00	R 10,000.00	R 10,000.00
	Contingency Amount (Amount will be used on Project manager's discretion)	Item	1	R 10,000.00	R 10,000.00
	The bidder must submit a valid and certified proof of Registration with Department of Labour as Electrical Contractor. The certification must be issued to supplier/Company/Entity name specific by Department of Labour, as per Occupational Health and Safety Act, Act No. 85 of 1993.	NIL	NIL	NIL	NIL
	Subtotal				
	Vat(15%)				
	Total				

Compiled by : N. Mnyipha
 Signature: *N. Mnyipha*
 Date: 11/07/2024