



public works & roads

Department:
Public Works and Roads
North West Provincial Government
REPUBLIC OF SOUTH AFRICA

ModiriMolema Road
Old Parliament Complex
Mmabatho, 2735
Private Bag X 2080, Mmabatho, 2735

SUPPLY CHAIN MANAGEMENT

Tel.: +27 (18) 388 4481
Email: @nwpg.gov.za

BID NO: PWR 108/22

BID DESCRIPTION: REQUEST FOR REGISTRATION / ESTABLISHMENT OF A PANEL OF CONTRACTORS IN THE GENERAL BUILDING, CIVIL, ELECTRICAL, MECHANICAL AND ADDITIONAL SPECIALISED WORKS FOR THE UPGRADING, ADDITIONS AND MAINTENANCE, AS AND WHEN REQUIRED FOR A PERIOD OF THIRTY-SIX MONTHS (36)

The Department of Public Works and Roads
Private Bag x 2080
Mmabatho
2735

NAME OF BIDDER

.....

.....

TEL FAX.....



Let's Grow North West Together



public works & roads

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The conditions contained in the General Conditions of Contract (GCC) and the attached bid forms, as well as any other conditions accompanying this invitation, are applicable.

1. Kindly receive and attach the following documents:
 - 1.1 SBD 1-Invitation to bid form
 - 1.2 SBD 4 –Declaration of Interest
 - 1.3 General Conditions of Contract (GCC)
2. All the documents accompanying this invitation must be completed
3. Duly completed and signed original bid documents should be sealed in an envelope marked:

BID NO : PWR 108/22

BID DESCRIPTION : REQUEST FOR REGISTRATION / ESTABLISHMENT OF A PANEL OF CONTRACTORS IN THE GENERAL BUILDING, CIVIL, ELECTRICAL, MECHANICAL AND ADDITIONAL SPECIALISED WORKS FOR THE UPGRADING, ADDITIONS AND MAINTENANCE AS AND WHEN REQUIRED BY THE DEPARTMENT FOR A PERIOD OF THIRTY SIX (36) MONTHS

CLOSING DATE : 01st SEPTEMBER 2023

CLOSING TIME : 11H00

To obtain Bid documents , Prospective Contractors are encouraged to visit the DPWR Offices and pay a non -refundable fee of R 100.00 or download the document at www.etenders.gov.za

Bid documents downloaded from E Portal website are free

Enquiries Technical: **Mr. M. Sepotokele at 018 388 4199**

4. BID REQUIREMENTS:

- 4.1 Late bids will not be considered. Please note that the bids are late if they are received at the address given in the bid document after the bid closing date and time.



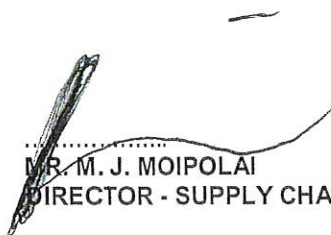
- 4.2 All bidding Vendors must be registered on CSD (Central Supplier Database)
- 4.3 All bidding Vendors must have a valid bank account.
- 4.4 No Tippex or pencil to be used on the bid document.
- 4.5 All the Relevant Forms attached to this bid documents must be completed and signed in ink where applicable by a duly authorized official.
- 4.6 Bid document must be filled with black ball pen

5. COMPULSORY DOCUMENTATION TO BE ATTACHED

- 5.1 Original completed and signed applicable Bid Documents
- 5.2 Company Registration Certificate Certified copies.
- 5.3 Original certified ID copies of Company Directors.
- 5.4 Tax clearance certificate / Tax compliance certificate and Pin.
- 5.5 CSD Report (Central Suppliers Database)
- 5.6 Letter of Good Standing from the Bank or Bank rating certificate with original stamp (attach valid bank letter)
- 5.7 Certified – Relevant CIDB Registration Certificate

7. EVALUATION CRITERIA AND PROCESSES TO BE USED

- 7.1 The evaluation process will entail the following phases
 - Phase 1 – Evaluation on legal Requirements
 - Phase 2 – Evaluation on Technical Requirements


.....
MR. M. J. MOIPOLAI
DIRECTOR - SUPPLY CHAIN MANAGEMENT


.....
DATE





public works & roads

Department:
Public Works and Roads
North West Provincial Government
REPUBLIC OF SOUTH AFRICA

INVITATION TO BID (OPEN TENDER)

DATE OF ISSUE:

REQUEST FOR REGISTRATION / ESTABLISHMENT OF A PANEL OF CONTRACTORS IN THE GENERAL BUILDING, CIVIL, ELECTRICAL, MECHANICAL AND ADDITIONAL SPECIALISED WORKS FOR THE UPGRADING, ADDITIONS AND MAINTENANCE, AS AND WHEN REQUIRED FOR A PERIOD OF THIRTY SIX MONTHS (36)

BID NUMBER: PWR 108/22

CLOSING DATE: 01/09/2023

CLOSING TIME: 11:00

BID VALIDITY PERIOD: N/A No Financial Offer, Establishment of Database.

BRIEFING SESSION: NO BRIEFING SESSION

DESCRIPTION: REQUEST FOR REGISTRATION / ESTABLISHMENT OF A PANEL OF CONTRACTORS IN THE GENERAL BUILDING, CIVIL, ELECTRICAL, MECHANICAL AND ADDITIONAL SPECIALISED WORKS FOR THE UPGRADING, ADDITIONS AND MAINTENANCE, AS AND WHEN REQUIRED FOR A PERIOD OF THIRTY SIX MONTHS (36)

BID SUBMISSION REQUIREMENTS: X1 ENVELOPE
SUBMISSIONS MUST BE SUBMITTED IN ONE ORIGINAL
HARDCOPY

BID DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT: THE DEPARTMENT OF PUBLIC WORKS AND ROADS, NGAKA MODIRI MOLEMA ROAD, OLD PARLIAMENT COMPLEX, MMABATHO – GATE HOUSE

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PART C	C1: UNDERTAKING BY BIDDER IN RESPECT OF TENDER C2: GENERAL CONDITIONS OF CONTRACT

CONDITIONS FOR COMPLETING BID DOCUMENTS

Document	Comments	Compliance	Submitted ? (Yes / No)
SBD 1 (Invitation to bid)	Make sure it is completed & signed	Compulsory	
SBD 2 (Tax Status)	TAX STATUS – TCS PIN/CSD Report with valid tax status	Other returnable	
Annexure 15 – Authority of Signatory	Make sure is submitted, completed, and signed by authorized personnel	Compulsory	
Annexure 17 – Key Personnel	Make sure is submitted, completed, and signed for each individual personnel	Compulsory	
SBD 4 (Declaration of interest)	Make sure it is completed & signed	Compulsory	
Central Supplier Database (CSD) Summary Report	Proof of CSD registration	Compulsory	
Certified copies of Original of Company Registration Documentation NB: Certification stamp must be original and no more than 6 months old as at date of closing of tender	1. certificate of registration, 2. change of name certificate (if applicable) 3. register of directors, and most current registered business address (Company Registration: CM1 and CK1, Change of Name Certificate:CM9, Latest Registered address: CM22, Most current register of directors CM29 and CK2)	Compulsory	
Company Profile	Include the structure of the company	Part of Functionality	
Certified copies of Share Certificates	For all current shareholders if applicable	Other returnable	
Certified copies of identity documents	For all current shareholders / members	Other returnable	
Audited Financial Statements for the previous 3 financial years or Bank Grading Certificate	Bidder to submit latest financial statementsfor the previous 3 years, for financial ratio analysis NB: JV/Consortium – All parties must submit	Part of Financial Analysis	

IF ANY OF THE ABOVE-MENTIONED CONDITIONS IS NOT MET AND/OR ANY OF THE REQUESTED DOCUMENTS ARE NOT SUBMITTED AS PRESCRIBED, THE BID EVALUATION COMMITTEE WILL DISQUALIFY THE BID

1. Bid Documents must be completed with ink (Blue or black) and not typed. No tippex is allowed. All changes must be scratched out and a signature appended next to each change.
2. All certified documents must be within the current six (6) months. Copies of previously certified documents will not be accepted.
3. Bid documents must be secured together preferably bound or contained in a lever arch file. The North West Department of Public Works and Roads shall not be liable for any loss of documents as a result of not being properly secured upon submission.

PART A

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT					
BID NUMBER:	PWR 108/22	CLOSING DATE:	01 st September 2023	CLOSING TIME:	11h00
DESCRIPTION	Request for registration /Establishment of a Panel of Contractors in the General Building ;Civil ;Electrical ;Mechanical and additional Specialised works for the Upgrading ;additions and Maintenance as and when required for a period of (36) Months				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT GATEHOUSE OLD PARLIAMENT BUILDING MMABATHO

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
		TCS PIN:		OR	CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]		☐ Yes		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	☐ Yes
		☐ No			☐ No
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX		☐	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)		
		☐	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)		
		☐	A REGISTERED AUDITOR		
		NAME:			
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes	☐ No	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	
		[IF YES ENCLOSE PROOF]		[IF YES ANSWER PART B:3 BELOW]	
SIGNATURE OF BIDDER				DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)					
TOTAL NUMBER OF ITEMS OFFERED				TOTAL BID PRICE (ALL INCLUSIVE)	N/A
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT/ PUBLIC ENTITY	Public Works		CONTACT PERSON	Mr M Sepotokele	
CONTACT PERSON	Mrs J Hart		TELEPHONE NUMBER	018 388 4133	
TELEPHONE NUMBER	018 388 4476		FACSIMILE NUMBER		

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED), ONLINE OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT
1.3.	BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES).
1.4.	WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION.
1.5.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
2.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.,
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICES OF THE STATE.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
3.2.	DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
3.3.	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
3.4.	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED
(Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)

DATE

A.1.1. CONDITIONS OF BIDDING

1 Proprietary Information

- 1.1 The NWDPWR considers this tender and all related information, either written or verbal, which is provided to the respondent, to be proprietary to NWDPWR. It shall be kept confidential by the respondent and its officers, employees, agents, and representatives. The respondent shall not disclose, publish, or advertise this specification or related information to any third party without the prior written consent of NWDPWR.

2 Enquiries

- 2.1 All communication and attempts to solicit information of any kind relative to this tender should be in writing and channeled to: Email address: **MSepokotele@nwpg.gov.za**
- 2.2 Please note that the last date for request for information pertaining to this tender will be on the: **28th August 2023.**
- 2.3 Bidders may not contact any other NWDPWR employee besides contact person mentioned on *Paragraph 2.1 above on any matter pertaining to the bid from the time when bid is advertised to the time the bid is awarded. Any effort by a bidder to influence bid evaluation, bid comparisons or bid award decisions in any manner, may result in rejection of the bid concerned.*
- 2.4 All the documentation submitted in response to this tender must be in **English**.
- 2.5 The Bidder should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by NWDPWR regarding anything arising from the fact that pages are missing or duplicated.

3 Validity Period

- 3.1 No validity period. There is no financial offer.

4 Submission of Tenders

Tenders should be submitted in duplicate all bound in a sealed envelope endorsed, (TENDER REF NUMBER: **PWR 108/22). The sealed envelopes must be placed in the tender box at North West Department of Public Works and Roads, Ngaka Modiri Molema Road, Old Parliament Complex, Mmabatho (Gate House)**

- 4.1 By no later than **11h00 on 01st September 2023**
- 4.2 The closing date, company name and the return address must also be endorsed on the envelope. If a courier service company is being used for delivery of the bid document, the bid description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered into the BID BOX.
- 4.3 No bid received by telegram, telex, email, facsimile, or similar medium will be considered. Where a tender document is not in the tender box at the time of the bid closing, such a bid document will be regarded as a late bid. Late bids will not be considered.
- 4.4 The bidder is responsible for all the cost that they shall incur related to the preparation and submission of the bid document.

- 4.5 Kindly note that NWDPWR is entitled to amend any bid conditions, specifications, or extend the closing date of bids before the closing date. All bidders, to whom the bid documents have been issued, will be advised in writing of such amendments in good time.
- 4.6 NWDPWR reserves the right to, amongst other things, conduct unscheduled or scheduled site visit/s to satisfy itself, as to the validity of the information provided on this bid documents.

- 4.7 All Conditions in the Joint Building Contracts Committee (JBCC) will apply, however Special Conditions of Contract (SCC) as outlined herein will supersede other conditions.
- 4.8 NB: All reference to NWDPWR on this bid document includes its subsidiaries who are affected by the deliverable of this bid document
- 4.9 The General Condition of contract are part of this tender document and will be incorporated as an annexure and those will be bidding to the bidder whether they are returned and submitted with the bid response or not and will remain bidding to the bidder whether initialed or not.
- 4.10 None of this bid conditions are to be changed by the bidder unless agreed in writing and approved by NWDPWR.

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.

Tax Compliance Requirements

- 1) Bidders must ensure compliance with their tax obligations.
- 2) Bidders are required to submit their unique personal identification number (Pin) issued by SARS to enable the organ of state to verify the taxpayer's profile and tax status.
- 3) Application for tax compliance status (TCS) pin may be made via e-filing through the SARS website www.sars.gov.za.
- 4) Bidders may also submit a printed TCS together with the bid.
- 5) In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate TCS / Pin / CSD number.
- 6) Where no TCS pin is available bidder must submit their CSD number or CSD report with compliant tax status. Bidders to ensure that they are pre-registered on central supplier database (CSD) before submitting the bid.
- 7) No bids will be considered from persons in the service of the state, companies with directors who are persons in the service of the state, or close corporations with members persons in the service of the state.

PART A2: TERMS OF REFERENCE

REQUEST FOR REGISTRATION / ESTABLISHMENT OF A PANEL OF CONTRACTORS IN THE GENERAL BUILDING, CIVIL, ELECTRICAL, MECHANICAL AND ADDITIONAL SPECIALISED WORKS FOR THE UPGRADING, ADDITIONS AND MAINTENANCE, AS AND WHEN REQUIRED FOR A PERIOD OF THIRTY SIX MONTHS (36)

1. REQUEST FOR PROPOSALS

The North West Department of Public Works and Roads (NWDWR) as an organ of state requires economic infrastructure to accelerate delivery of services to the citizens of North West Province. Through its legislative mandate NWDPWR has infrastructure delivery functions which must be performed in accordance with the applicable legislative requirements.

The NWDPWR infrastructure projects functions, which includes new infrastructure projects, additions, upgrades, refurbishments, renovations, rehabilitation, and maintenance, must be aligned to the to the Annual Performance Plans which includes but not limited to Economic Infrastructure Projects, Infrastructure facilities upgrades, Bulk services, Office refurbishments, Maintenance, etc.

The NWDPWR has identified the need to appoint a panel of contractors to meet its mandate and objectives in line with its Strategic Plan and Annual Performance Plans (APPs). The NWDPWR therefore invites suitable, qualified, and experienced Contractors with clear track records for all classes of works for the establishment of a panel of Contractors to be appointed for a period of thirty-six (36) months without guarantee of a quantum of works.

2. OBJECTIVES

The objective is to have a readily available panel of Contractors which can be invited to submit pricing proposals for the different classes of construction works on an ad-hoc basis, once pre-qualified into the panel. The appointed pre-qualified panel of Contractors will assist the NWDPWR in the implementation of its various Roads, building infrastructure projects and those of client departments throughout the North West Province.

3. SCOPE OF WORK

The type and nature of works to be executed is categorized as follows: -

- New Construction
- Upgrades and Additions
- Rehabilitation, Renovations and Refurbishments
- Maintenance

The tables below indicate the limited type or nature of works, the minimum and maximum Construction Industry Development Board (CIDB) grading required: -

TABLE 3.1 CORE WORKS

Type or nature	Civil Engineering (CE)	Electrical Engineering Works-Building (EB)	Electrical Engineering Works-Infrastructure (EP)	General Building Works(GB)	Mechanical Engineering Works (ME)
Minimum CIDB grading	2CE	2EB	2EP	2GB	2ME
Maximum CIDB grading	9CE	9EB	9EP	9GB	9ME

TABLE 3.2 SPECIALIST WORKS

Type or nature	Fire prevention and protection infrastructure (SF)	Waterproofing of basements, roofs and walls using specialist systems (SN)	The development, extension, installation, repair, removal, alteration, dismantling or demolition of precast concrete or Steel fencing (SQ).
Minimum CIDB grading	2SF	2SN	2SQ
Maximum CIDB grading	9SF	9SN	9SQ

TABLE 3.3 OTHER SPECIALIST WORKS

Type or nature	Demolition of buildings and engineering infrastructure and blasting (SF)	New installation, renovation, alteration or dismantling of glazing, curtain walls and shop fronts (SG)	New installation, renovation, alteration or dismantling of water installations, soil and waste water drainage associated with buildings (wet services and plumbing) (SO)	New development, extension, installation, repairs, maintenance, renewal, alteration, removal or dismantling of landscaping, irrigation and horticultural works (SH)
Minimum CIDB grading	2SF	2SG	2SO	2SH
Maximum CIDB grading	9SF	9SG	9SO	9SH

Bidders that are registered and bidding for multiple nature of works (e.g., CE, GB, etc.) must indicate the nature of works for which the bidder prefers to be pre-qualified for in the table below. Ensure that the minimum CIDB grading is as per the table above. Bidders must mark with an "X" the preferred nature of works to be pre-qualified for in this contract, attach proof of valid registration from CIDB.

NB: The bids of Bidders that do not clearly indicate their preferred nature of work as prescribed above, will not be considered and submission will be reported as non-responsive.

TABLE 3.3 PREFERRED NATURE OF WORKS

CIDB Grading	CE	EB	EP	GB	ME	SF	SN	SQ	SF	SG	SO	SH
2												
3												
4												
5												
6												
7												
8												
9												

Note: The Bidder must also ensure that its experience as indicated at functional evaluation section is aligned to the preferred nature of work selected on the table above.

4. CONTRACTUAL REQUIREMENTS

4.1. Successful Bidders

The Successful Bidders will be required to sign a Framework Agreement to conclude appointment into the pre-qualified panel. Approved panel members will be invited to bid depending on the estimated value of works and required CIDB grading. When the process of submission of price proposals by Contractors from the panel is concluded, a successful Contractor/s shall be required to sign a project specific contract for each project to be executed. The forms of contract that will be applicable for all NWDPWR building infrastructure projects under this contracts are as follows (or the latest applicable thereof): -

- JBCC Principal Building Agreement Edition 6.2 May 2018
- JBCC Principal Building Agreement: Contract Data Edition 6.2 May 2018
- JBCC Minor Works Agreement Edition 5.2 May 2018
- JBCC Minor Works Agreement: Contract Data Edition 5.2 May 2018
- JBCC Small and Simple Works Edition 1.0 May 2018
- JBCC Direct Contractor's Contract Edition 1.0 May 2020

Note: Bidders are requested to familiarize themselves with the clauses in the above Standard Form Contracts as endorsed by the Construction Industry Development Board (CIDB).

4.2. Service Provider's All Risk Insurance

As per JBCC 2018 Suite requirements and general Construction Industry good practice, service providers must note that during project execution stage, they must submit the applicable all risk insurance.

Type of Insurance	Value
Contractors All Risk Insurance	• The Contractors All Risk Insurance value must be equal to the Project/Contract value. • Depending on the nature of the project: ✓ NWDPWR reserves the right to specify if all risk insurance value must be higher than the project value. ✓ NWDPWR also reserves the right to specify whether insurance is applicable/not Applicable on any specific project.

5. FINANCIAL PLAN

The value of the work, including any contract value adjustment (Variation orders) thereof per project shall only be approved by the Accounting Officer (or his/her delegated authority) of NWDPWR prior to execution, in line with NWDPWR internal policies and procedures, as well as current legislation in respect of the classification and determination of work categories for issued instructions. The NWDPWR will determine as per criteria provided, the classification of work as being outside the scope of services that are deemed to be part of this contract.

6. SELECTION METHOD

The NWDPWR plans to register a panel of pre-qualified Contractors for a period of thirty-six (36) months under varied CIDB categories of registration within the sphere of Transport and Building Infrastructure. Once appointed, each Contractor/s will be on the panel of Contractors to be contracted **when a need arises** from NWDPWR for any particular building infrastructure project. This means that having pre-qualified for and being registered to the panel, does not automatically guarantee that any service provider on the panel will be awarded any work by NWDPWR during the term of this contract. ***Service providers on the panel will be selected in line with the approved Departmental sourcing strategy and the approved Supply Chain Management policy.***

Note: service providers (at RFQ/Project Stage) will be required to respond with a financial proposal ONLY under the preferred nature of work selected on **table 3.3** above and within the CIDB grading designation (e.g., a Grade 9 contractors shall not be requested to bid for Grade 2 value of work and vice versa). Also, **no** JV/Consortia will be allowed once successful bidders are on the panel, such an arrangement is permissible prior to award.

7. PROPOSAL PREPARATION INSTRUCTIONS

In responding to the RFP, the Bidder accepts full responsibility to understand the RFP in its entirety, and in detail, including making any enquiries to the NWDPWR as necessary to gain such understanding. The NWDPWR reserves the right to disqualify any bidder who demonstrates less than such understanding. Further, the NWDPWR reserves the right to determine, at its sole discretion, whether the bidder has demonstrated such understanding. That right extends to cancellation of award if award has been made. Such disqualification and /or cancellation shall be at no fault, or liability whatsoever to the NWDPWR. Questions concerning this RFP must be submitted in writing.

8. 1ST STAGE: ADMINISTRATIVE COMPLIANCE

Bidder to comply with all the bid document administrative requirements and ensure documents are fully signed where required

Administrative requirement to note and adhere to by bidder on their submission

- a) Copy of valid Tax Compliance Status Pin. For Joint-Venture, submit copy of valid Tax Compliance Status Pin for each party.
- b) Copy of National Treasury Central Supplier Database (CSD) registration report not older than one (1) calendar month before the tender closing date.

- c) CIDB Grading Certificate.

9. 2ND STAGE: MANDATORY REQUIREMENTS

A bidder must fully complete, sign and submit all mandatory returnable documents listed below for compliance, failing which the bidder will be **disqualified** from further evaluation:

- a) Copy of a valid proof of active Compensation for Occupational Injuries and Diseases Act (COIDA) compliance certificate.
NB: For Joint–Ventures/Consortiums, a copy of a valid proof of active COIDA compliance certificate must be submitted for **each** JV partner, if all partners to JV/Consortium don't submit their COIDA certificates the whole submission will be disqualified.
- b) **Signed JV/Consortium agreement** in the case of a Joint-Venture **must** be submitted with the bid. Document must clearly indicate the leading partner.
- c) Current and valid CIDB grading in accordance with **Table 3.3**.
NB: For Joint-Venture, submit a valid combined CIDB grading designation registration document using the CIDB JV calculator.

Note: Failure to submit one or all of the mandatory required documents listed above, will result in disqualification from the bidding process.

Note: NWDPWR reserves the right to verify any document submitted by a bidder.

10. 3rd STAGE: FUNCTIONALITY

This refers to an assessment of the bidder's ability and capacity to undertake projects to be executed under this contract, with reference to the bidder's experience (**number of projects completed in CE, EB, EP, GB, ME, SF, SN, SQ, SF, SG, SO and SH categories**). Key Personnel Qualifications and Key Personnel Experience will also be evaluated for this purpose.

Bidders may appoint sub-contractors as per selected form of contract's conditions and relevant prescripts, to undertake specialist work that is needed to complete the work.

A total of 100 points per category has been allocated for functionality. In order to qualify, bidders must score a minimum of 60 points on functionality in each discipline they are bidding for.

Bidders needs to qualify in each of the categories they summited for but obtaining or meeting the minimum required threshold of 60 points to proceed to the next stage of evaluation, of the tender, of which bidders will be part of the pre-approved panel of contractors and RFQ invitation process will be followed to invite bidders for specific project pricing proposals

NB: Bidders that score less than the 60 points thresholds will not be evaluated further, and their proposals shall be disqualified.

If all bidders score below the 60 points thresholds, the NWDPWR reserves the right to cancel the bid and re-advertise or source using other procurement methods.

NOTE: ALL REQUIRED CERTIFIED COPIES MUST BE CERTIFIED WITHIN 3 MONTHS OF THE DATE OF TENDER CLOSURE.

Summary of the functionality table

N0.	Functionality Criteria – Tender Rating Matrix		A	B	C
			Tenderer Rating (score 1-5)	Weighting	Tenders Score (%) = (A x B)/5
1.	Company work experience	5 or more relevant (CE, EB, EP, GB, ME, SF, SN, SQ, SF, SO, and SH categories) projects completed with a construction value of greater than the minimum CIDB Grading threshold over the last 10 years. CIDB Grade 2 (R130 000), Grade 3 (R450 000), Grade 4 (R900 000), Grade 5 (R1,5million), Grade 6 (R3million), Grade 7 (R9million), Grade 8 (R 30million), Grade 9 (R90million). (As proof, attach the letter of appointment and the completion/ final completion certificates.	5	60%	
		4 relevant projects (CE, EB, EP, GB, ME, SF, SN, SQ, SF, SO, and SH categories) completed with a construction value of greater than the minimum CIDB Grading threshold over the last 10 years. CIDB Grade 2 (R130 000), Grade 3 (R450 000), Grade 4 (R900 000), Grade 5 (R1,5million), Grade 6 (R3million), Grade 7 (R9million), Grade 8 (R 30million), Grade 9 (R90million). (As proof, attach the letter of appointment and the completion/ final completion certificates.	4		
		3 relevant (CE, EB, EP, GB, ME, SF, SN, SQ, SF, SO, and SH categories) projects completed with a construction value of greater than the minimum CIDB Grading threshold over the last 10 years. CIDB Grade 2 (R130 000), Grade 3 (R450 000), Grade 4 (R900 000), Grade 5 (R1,5million), Grade 6 (R3million), Grade 7 (R9million), Grade 8 (R	3		

		30million), Grade 9 (R90million). (As proof, attach the letter of appointment and the completion/ final completion certificates.			
		2 relevant (CE, EB, EP, GB, ME, SF, SN, SQ, SF, SO, and SH categories) projects completed with a construction value of greater than the minimum CIDB Grading threshold over the last 10 years. CIDB Grade 2 (R130 000), Grade 3 (R450 000), Grade 4 (R900 000), Grade 5 (R1,5million), Grade 6 (R3million), Grade 7 (R9million), Grade 8 (R30million), Grade 9 (R90million). (As proof, attach the letter of appointment and the completion/ final completion certificates.	2		
		1 relevant (CE, EB, EP, GB, ME, SF, SN, SQ, SF, SO, and SH categories) projects completed with a construction value of greater than the minimum CIDB Grading threshold over the last 10 years. CIDB Grade 2 (R130 000), Grade 3 (R450 000), Grade 4 (R900 000), Grade 5 (R1,5million), Grade 6 (R3million), Grade 7 (R9million), Grade 8 (R30million), Grade 9 (R90million). (As proof, attach the letter of appointment and the completion/ final completion certificates.	1		
	No Year Experience of Key Project Personnel as per Form 1 and Form 2	Combined relevant experience of Key Project Personnel > 10 years (CV, qualification and registration to be attached as proof)	5	40%	
		Combined relevant experience of Key Project Personnel > 9.99 years, but < 8 years (CV, qualification and registration to be attached as proof)	4		
		Combined relevant experience of Key Project Personnel > 7.99 years, but < 6 years (CV, qualification and registration to be attached as proof)	3		
		Combined relevant experience of Key Project Personnel > 5.99 years, but < 4 years (CV, qualification and registration to be attached as proof)	2		
		Combined relevant experience of Key Project Personnel > 3.99 years, but < 2 years (CV, qualification and registration to be attached as proof)	1		
TOTAL SCORE out of 100%					

Note 1: Tenderers must take note that the functionality evaluation is divided into two grading designations of **2 – 5 as well as 6 – 9**, each with different functionality evaluation requirements as indicated in the forms below.

Note 2: A Safety Officer can be used across different nature of works selected by the bidder.

Bidders needs to qualify in each of the categories they submitted for but obtaining or meet minimum required threshold of 60 points to proceed to the next stage of evaluation of the tend which bidders will be part of the pre-approved panel of contractors and RFQ invitation process will be followed to invite bidders for specific project pricing proposals

NOTE: ALL REQUIRED CERTIFIED COPIES MUST BE CERTIFIED WITHIN 3 MONTHS OF THE DATE OF TENDER CLOSURE.

11. PROCESS POST SUCCESSFUL SELECTION OF PRE-APPROVED BIDDERS

- All bidders who achieved the minimum total point scored on functionality of 60 points.
- Bidders will be selected in line with the approved Departmental Sourcing Strategy and Supply Chain management policies.
- RFQs will be issued as per terms and conditions including scope of work requirement which will be in line with the NWDPWR SCM Policy and processes including any ruling treasury regulation applicable at the time issue. The process will also ensure compliance to any CIDB regulation and including any changes that might occur during the duration of the appointed panel.

The Tenderer shall, submit the names of all management and supervisory staff that will be employed to supervise Contract. **Please attach CV's and certified copy of qualification not older than 3 months of the proposed key personnel.** The Tenderer shall also include an organogram of the project team and the company structure.

CIDB Grading (6 to 9) FORM 1				
Team Description	Qualification	Minimum year of experience in Built Environment projects	Quantity required	Maximum points allocated quality criteria each item description Environment
Contract Director/Manager	Minimum BSc/B-Tech or Diploma in Built Environment	4	1	4
Site Agent	Minimum BSc/B-Tech or Diploma in Built Environment	3	1	3
Site Foreman	Senior Certificate or relevant qualification and experience in Built Environment	2	1	2
Safety Officer	OHS Certificate and OHS registration	1	1	1

CIDB Grading (2 to 5) FORM 2				
Team Description	Qualification	Minimum year of experience in Built Environment projects	Quantity required	Maximum points allocated quality criteria each item description Environment
Contract Director/ Manager	Grade 8 to 10 or relevant qualification in Built Environment	8	1	8
Safety Officer	OHS Certificate and OHS registration	2	1	2

PART B

**DECLARATION OF
INTEREST**

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.

Full Name	Identity Number	Name of State Institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

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.

with any 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

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.

institution in 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

1. BIDDERS' INFORMATION / CONTACT DETAILS (THIS BELOW SECTION MUST BE COMPLETED IN FULL AND SIGNED)

NAME OF YOUR COMPANY (IN BLOCK LETTERS)

SIGNATURE(S) OF THE BIDDER OR ASSIGNEE(S)

DATE

NAME OF PERSON SIGNING (IN BLOCK LETTERS)

CAPACITY

ARE YOU DULY AUTHORISED TO SIGN THIS BID?

COMPANY REGISTRATION NUMBER

VAT REGISTRATION NUMBER

POSTAL ADDRESS (IN BLOCK LETTERS)

PHYSICAL ADDRESS (IN BLOCK LETTERS)

CONTACT PERSON

TELEPHONE NUMBER _____ **FAX NUMBER** _____

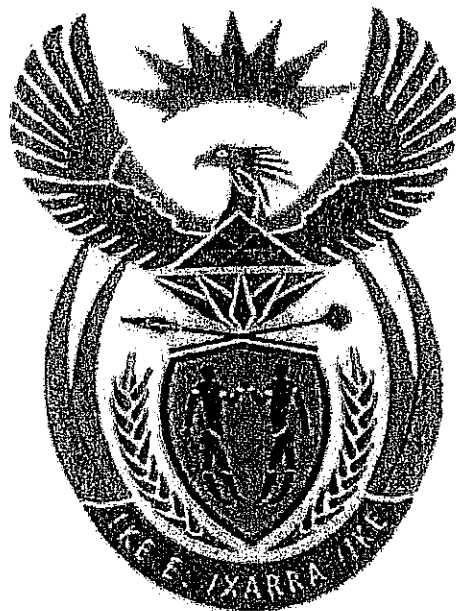
CELLPHONE NUMBER _____

E-MAIL _____

TYPES OF BUSINESS _____

THE NATIONAL TREASURY

Republic of South Africa



GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

July 2010

GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT
July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or

analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

- 16. Payment
 - 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
 - 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
 - 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
 - 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.
- 17. Prices
 - 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
- 18. Contract amendments
 - 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
- 19. Assignment
 - 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts
 - 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance
 - 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
 - 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
 - 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
 - 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which

may be due to him

**25. Force
Majeure**

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination
for insolvency**

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of
Disputes**

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of
liability**

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
29. Governing language 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
30. Applicable law 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
31. Notices 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. Taxes and duties 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. National Industrial Participation Programme (NIP) 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34. Prohibition of Restrictive practices 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.