



# Eastern Cape CET College

c/o Eastern Cape Community Education & Training (CET) • Border Training Centre • 10 Mfaxa Road •  
Eastern Cape • East London • 5219 • REPUBLIC OF SOUTH AFRICA  
• Website: <https://ec.cetc.edu.za> • Email: [TMswuthwana@ec.cetc.edu.za](mailto:TMswuthwana@ec.cetc.edu.za) • Tel: +27 43 753 0060

## REQUEST FOR QUOTATION (RFQ)

<b>REQUEST FOR QUOTATION</b>	<b>ELECTRICITY USAGE ASSESSMENT &amp; DISTRIBUTION UPGRADING.</b>
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**REFERENCE: RFQ-ECCETC/PH/01/11/2023**

**CLOSING DATE: 29 NOVEMBER 2023**

**CLOSING TIME: 11:00**

YOU ARE HEREBY INVITED TO QUOTE FOR THE REQUIREMENTS OF THE EASTERN  
CAPE COMMUNITY EDUCATION AND TRAINING COLLEGE  
(EC CET College)

**DESCRIPTION: ELECTRICAL USAGE ASSESSMENT & DISTRIBUTION UPGRADING.**

**DELIVERY ADDRESS:**

**EASTERN CAPE CET COLLEGE  
NYIKI STREET  
KWANOBUHLE  
UITEHNAGE**

**REQUEST FOR PROPOSAL CONTACT PERSONS:**

**Enquiries should be directed to:**

**Ms. T Msuthwana      Email: [TMssuthwana@ec.cetc.edu.za](mailto:TMssuthwana@ec.cetc.edu.za) Tel: 043 753 0060 (Bidding process)**

**COMPULSORY SITE BRIEFING AT 12:00 ON THE 24<sup>TH</sup> OF November 2023**

**SUBMISSION OF DOCUMENTS**

Proposals must be submitted via email to the following email addresses:

i) [TMssuthwana@ec.cetc.edu.za](mailto:TMssuthwana@ec.cetc.edu.za)

Between **08h00-16h30**(Monday to Friday).

**Closing date for quotation: 29 November 2023**

**NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE**

**THE FOLLOWING PARTICULARS MUST BE PROVIDED:**

**(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)**

NAME OF BIDDER .....

POSTAL ADDRESS .....

STREET ADDRESS .....

CELLPHONE NUMBER .....TEL NUMBER .....

VAT REGISTRATION NUMBER .....EMAIL .....

NAME OF SIGNATORY.....

SIGNATURE OF BIDDER ..... DATE: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

**TOTAL BID PRICE INCLUDING VAT** .....



RFQ NOTICE

RFQ DESCRIPTION	RFQ NUMBER	Enquiries	CLOSING DATE
<b>ELECTRICITY USAGE ASSESSMENT AND DISTRIBUTION UPGRADING.</b>	<b>RFQ-ECCETC/PH/01/11/2023</b>	Ms. T Msthwana Tell: 043 753 0060 Email: <b>TMsthwana@ec.cetc.edu.za</b>	<b>29 November 2023</b>  <b>CLOSING TIME:</b> <b>11:00am</b>

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification. The proposals must be submitted before 11:00am on your business letterhead or stamped with your business stamp. The quotations must be emailed to **TMsthwana@ec.cetc.edu.za**.

**THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE RFQ DOCUMENT AND FAILURE TO SUBMIT WILL LEAD TO THE QUOTATION BEING DECLARED NON-RESPONSIVE:**

- Valid tax clearance certificate and tax compliance status documents with pin from SARS must be attached.
- A copy of business entity registration certificate e.g., CK Document
- A certified ID copy/s of company directors.
- Municipal Statement of account not older than three (3) months or Lease agreement if renting premises stating that the bidder is not obliged to pay municipal rates or letter from Ward Council confirming proof of address (rural areas bidders only)
- **Proof of registration with Central Supplier Database (CSD) must be attached.**
- **Detailed Pricing schedule.**
- **Completed SBD 4;8 and 9**
- **If the Bid Sum (amount in words) as per the SBD.1 differs from the SBD 3.1, it will automatically invalidate the offer submitted.**
- **Registration with Engineering Council of South Africa (ECSA) for the Electrical Engineer is required. Registration certificates for Certificated Electrical Engineer must be attached as proof.**
- **Qualifications of the electrical engineer** (B.Sc. or B.Eng. or B.Tech. Certificate, Pr. Eng or Pr. Tech. Eng)
- **Detailed CV of the electrical engineer.** (Only Bidders with experience of at least 3 years in the Building Profession as an Electrical engineer will be considered for this RFQ)

**Please note the following:**

- RFQ documents must be completed with non-erasable ink. Any RFQ document completed with pencil will not be acceptable and shall be disqualified.
- Ensure that there are no errors or omissions as this may lead to Quotations being declared nonresponsive.
- The submission should be entirely legible. Any changes made to the original text of bid should be crossed through and signed for.
- DO NOT USE CORRECTION FLUID as this may invalidate your submission. **Evaluation Criteria for this procurement will be as follows:**
- **Stage 1 – Functionality (Attached)**
- **Stage 2 - Price and Preferential Points System.**

**NB: all bidders should at least obtain a minimum of 60% in stage 1 (functionality) to qualify for stage 2 (Price Evaluation).**

Price Points	= 80
Specific goals	= <u>20</u>
<b>TOTAL</b>	<b>=100</b>

*“On the 04 November, the minister of Finance gazetted new Preferential Procurement Regulations (2022 Regulations) under the Preferential Procurement Policy Framework act, 2000 (PPPFA), this was aimed at aligning the regulations to the February 2022 Constitutional Court judgement. That judgement ruled that the Minister exceeded his powers in prescribing the 2017 Regulations. The Public Procurement Bill is being finalized, which will empower the Minister of Finance to set preferential procurement, the 2022 Regulations repeal the 2017 Regulations and take effect on the 16 January 2023”.*

#### SPECIFIC GOAL POINTS BREAKDOWN

SPECIFIC GOALS	PREFERENCE POINTS ALLOCATED OUT OF 20	DOCUMENTATION TO BE SUBMITTED BY BIDDERS TO VALIDATE THEIR CLAIM FOR POINTS
<b>Black ownership:</b> An EME or QSE which is at least 51% owned by black people	4	<ul style="list-style-type: none"> <li>• CIPC (Company registration)</li> <li>• CSD report clearly indicating the percentage shareholding of all owners, (the ownership status of the 2 documents must correspond to be awarded points)</li> </ul>
<b>Women ownership:</b> An EME or QSE which is at least 51% owned by women	4	<ul style="list-style-type: none"> <li>• CIPC (Company registration)</li> <li>• CSD report clearly indicating the percentage shareholding of all owners, (the ownership status of the 2 documents must correspond to be awarded points)</li> </ul>
<b>Youth ownership:</b> An EME or QSE which is at least 51% owned by youth? (up to 35 years of age)	4	<ul style="list-style-type: none"> <li>• CIPC (Company registration)’</li> <li>• CSD report clearly indicating the percentage shareholding of all owners, (the ownership status of the 2 documents must correspond to be awarded points)</li> </ul>
<b>Disability:</b> An EME or QSE which is at least 51% owned by people with disability	4	<ul style="list-style-type: none"> <li>• CIPC (Company registration)</li> <li>• CSD report clearly indicating the percentage shareholding of all owners, (the ownership status of the 2 documents must correspond in order to be awarded points) Medical certificate.</li> <li>• SASSA registration or confirmation of disability from a relevant authority.</li> </ul>
<b>Locality:</b> Located in the Eastern Cape	4	<ul style="list-style-type: none"> <li>• Municipal rates account OR</li> <li>• Letter from councillor confirming residence or Lease Agreement</li> </ul>
Non – submissions	0	<ul style="list-style-type: none"> <li>• No points will be claimed if the bidders failed to submit the required documents</li> </ul>

#### BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- Eastern Cape CET College Supply Chain Management Policy will apply;
- Eastern Cape CET College does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Quotations which are late, incomplete, unsigned, will not be accepted;
- Quotations submitted are to hold good for a period of **30 days**;
- No bids will be considered from persons in the service of the state ○ The 80/20 preferential procurement point system will be applied

**Enquiries should be directed to:**

**Ms. T Msuthwana      Email: TMsuthwana@ec.cetc.edu.za Tel: 043 753 0060**

## **SPECIFICATION**

### **BACKGROUND**

The Community Education and Training (CET) Colleges came into existence on 1 April 2015 when the Public Adult Learning Centres (PALCs) migrated from the Provincial Education Departments (PEDs) to the Department of Higher Education and Training (DHET). The PALCs became the Community Learning Centres (CLCs) and were merged under the CET Colleges.

The mandate of the Colleges is to provide quality and relevant Education and Training programmes for youth and adults to improve their livelihoods. The CET Colleges, through the CLCs, offer programmes that will ensure that students attain skills that will enable them to either find employment or establish their own enterprises which are Community needs based. The College is situated in the Eastern Cape in South Africa. Governance of the College rests with the Council subject to the relevant statutes and policies. Management structure of the College consists of the Principal and three Deputy Principals. The CET College operates in accordance with the requirements laid down in the Continuing Education and Training Act, Act No.16 of 2006.

### **SCOPE AND DEFINITION OF WORK**

The college is requesting quotations from a suitably qualified electrical engineer. The minimum scope of the work is as follows.

<b>ITEM DESCRIPTION</b>	<b>UNIT</b>	<b>QTY</b>
Rewire lights & Replace Conduit 1.5m Fluorescent fittings	18	15
PVC 20 mm Conduits	45	45
Replace Switches	15	10
Rewire plugs 6x4	15	9
Connect Plugs	15	8
Installation & Rewire Circuit lights	10	10
Installation 20a Circuit Breakers	2	250m
Installation Earth Leakage	1	1
Installation Couplings 20mm	30	30
Mount seli tapping screen	20	20
60 Watt Bulbs	9	12
Supply 1.5mm wire	200m	200
Supply 2.5mm Wire	150m	150
Switch on & Testing	1	1
Fluorescent Tubes	40	40

### **Contact and Delivery Details:**

**For more information on clarity with the above and delivery details please contact the following person:**

**Contact Person: Ms T Msuthwana**

**Tel: 043 753 0060**

**Email: TMsuthwans@ec.cetc.edu.za**

## THE PHYSICAL DELIVERY ADDRESS

Phakamile CLC  
Nyiki Street  
Kwanobuthe  
Uitenhage

**Delivery Timeline: Please provide delivery timelines/days.....**

## FUNCTIONALITY CRITERIA

Only bidders that have met the pre-qualification criteria will be evaluated for functional evaluation. An assessment of Functionality will be based on the evaluation criteria noted in the table below. Each of the evaluation criteria in the table will carry a weighting as indicated,

Bidders will be required to achieve a minimum score **60% (or 60 points)**, for Functionality to qualify to proceed to Price and Preference Points System evaluation. To ensure simplification, the total functionality score will be rated out of a total of 100.

The allocation of points for the evaluation of quality is set out in the table below.

Functionality	Maximum points
<p><b>Company related experience.</b></p> <p><i>List of Similar Projects/Samples of previous work. The company has previously conducted similar work.</i></p> <ul style="list-style-type: none"><li>• 4 or more reference letters of relevant experience = 40</li><li>• 3 reference letters of relevant experience = 30</li><li>• 2 reference letters of relevant experience = 20</li><li>• 1 reference letters of relevant experience = 10</li></ul> <p><b>NB: In all reference letters, corresponding appointment letters/ purchase orders must be attached.</b></p>	40
<p><b>COMPANY KEY PERSONNEL: Expertise</b></p> <p>List of Key personnel. Team members proposed for the assignment demonstrate adequate experience in construction and on similar projects. The electrical engineer will be evaluated as below.</p> <p>&gt;10 years' experience=20</p> <p>5 to 10 years' experience=10</p> <p><b>NB: The service provider must attach Curriculum Vitae of Key Personnel. Academic qualifications, Professional Membership Certificates. Qualifications of the electrical engineer (B.Sc. or B.Eng. or B.Tech. Certificate, Pr. Eng, or Pr. Tech. Eng). Detailed CV of the electrical engineer.</b></p>	20

<p><b>(Only Bidders with experience of at least 5 years in the Building Profession as an Electrical engineer will be considered for this RFQ)</b></p>	
<p><b>Methodology</b></p> <p>The methodology and approach to include the full scope of work described in the work specification and schedule of quantities. The methodology should highlight all the planned activities, the sequence of executing the works and the completion timeframes of the activities. Taking into account factors (i) &amp; (ii) listed below, a score will be allocated for the submitted methodology as per the ranking outlined below.</p> <p>(i) logic of the sequencing of construction activities and correlation with the cash flow  (ii) practicality of the completion timeframes of the respective activities</p> <ul style="list-style-type: none"> <li>Methodology and approach are fully address the requirements of the project with clear timelines and deliverables = <b>30</b></li> <li>Methodology and approach cover the minimum requirements of this project= <b>20</b></li> <li>Inadequate Methodology and Approach= <b>0</b></li> </ul>	30
<p><b>Locality</b></p> <ul style="list-style-type: none"> <li>Based in Eastern Cape=10</li> <li>Outside Eastern Cape =5</li> </ul>	10
<b>Total</b>	<b>100</b>

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

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

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

Name of bidder..... Bid number.....  
Closing Time 11:00AM

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

Item	Description	Quantity	Total Amount in Rands Vat Inclusive
1	Rewire Lights & Replace conduit 1.5m fluorescent fittings	15	
2	PVC 20mm Conduits	45	
3	Replace Switches	10	
4	Rewire Plugs 6x4	9	
5	Connect Plugs	8	
6	Install & Rewire Circuit Lights	10	
7	Install 20a Circuit Breakers	250m	
8	Install 30a Circuit Breakers	1	
9	Install earth leakage	1	
10	Install Couplings 20mm	30	
11	Mount Seli Tapping Screen	20	
12	60 Watt Bulbs	12	
13	Supply 1.5mm Wire	200	

14	Supply 2.5mm Wire	150	
15	Switch on & Testing	1	
16	Fluorescent Tubes	40	
<b>TOTAL CARRIED TO SBD 1</b>			

**Total must be transferred to SBD 1, failure to do so will lead to the bid/RFQ being disqualified.**

**Pricing Instructions: The quote must be inclusive of all costs including i.e. delivery fees, labour and disbursements.**

1.1. By signing the Price Schedule, a bidder warrants that:

- 1.1.1. the relevant quotation is correct;
- 1.1.2. the rates(s) and prices(s) quoted cover all the work/item(s) specified in the quotation document;
- 1.1.3. the rate(s) and price(s) cover all the supplier's obligations under a resulting contract, including all disbursements;
- 1.1.4. any mistakes and/or omissions regarding rate(s) and price(s) or errors in calculation shall be at the supplier's risk.
- 1.1.5. The total price quoted must be VAT inclusive

**SIGNED at \_\_\_\_\_ (place) on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Print name: \_\_\_\_\_  
On behalf of the Supplier (duly authorised)

## **CONDITIONS OF THE REQUEST FOR QUOTATION**

### **General**

1. This RFQ is not intended to form the basis of a decision to enter any transaction involving EC CET COLLEGE and does not constitute an offer or recommendation to enter into such transaction, or an intention to enter any legal relationship with any person.
2. The RFQ has been compiled by EC CET COLLEGE and is being made available, on the same basis to all Bidders.
3. Bidders submitting a Bid in response to this RFQ will be deemed to do so on the basis that they acknowledge and accept the terms set out below. Neither EC CET COLLEGE nor any of their respective directors, officers, employees, agents, representatives, or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparation or submitting a Bid in response to the RFQ.
4. The bidder is responsible for all the costs that they shall incur related to the preparation and submission of the bid document.
5. Kindly note that EC CET COLLEGE is entitled to amend any bid conditions, validity period, specifications, or extend the closing date of bids before the closing date.

6. The EC CET College reserves that right not to accept the lowest bid price of any RFQ in part or in whole. It normally awards the contract to the bidder who proves to be fully capable of handling the contract in terms of outputs and services and who is financially advantageous to EC CET COLLEGE.
7. The EC CET COLLEGE reserves the right to accept any Bid in whole or in part. Where a Bid is accepted in part, the price shall be adjusted in accordance with the pricing schedule indicated on the Bid.
8. The EC CET COLLEGE also reserves the right to award this bid to a pure empowerment entity.
9. All communication and attempts to solicit information of any kind relative to this RFQ should be in writing and channelled to: [TMswuthwana@ec.cetc.edu.za](mailto:TMswuthwana@ec.cetc.edu.za)

**SBD 4**

#### **DECLARATION OF INTEREST**

1. Any legal person, including persons employed by the state\*, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest, where-
  - the bidder is employed by the state; and/or
  - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **To give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative:

.....

2.2 Identity Number:

.....

2.3 Position occupied in the Company (director, shareholder etc):

.....

2.4 Company Registration Number:

.....

2.5 Tax Reference Number:

.....

2.6 VAT Registration Number: .....

\* "State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

2.7 Are you or any person connected with the bidder Presently  
presently employed by the state? **YES** / **NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / shareholder/ member: .....  
Name of state institution to which the person is connected: .....  
Position occupied in the state institution: .....

Any other particulars:  
.....  
.....

2.8 Did you or your spouse, or any of the company's directors  
shareholders / members or their spouses conduct business with the state  
in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

.....

.....

2.9 Do you, or any person connected with the bidder, have.

any  
relationship (family, friend, other) with a person  
employed by the state and who may be involved with the evaluation  
and or adjudication of this bid?

2.9.1 If so, furnish particulars.

..... **YES / NO**

.....

2.10 Are you, or any person connected with the bidder, aware of any  
relationship (family, friend, other) between the bidder and any person  
employed by the state who may be involved with the evaluation and or  
adjudication of this bid?

2.10.1 If so, furnish particulars.

**YES / NO**

.....

.....

2.11 Do you or any of the directors /shareholders/ members of the  
company have any interest in any other related companies whether or not  
they are bidding for this contract?

2.11.1 If so, furnish particulars:

.....

.....

.....

## DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.1 TO 2.11.1 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position      Name of bidder

**SBD 8**

### **DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

1. This Standard Bidding Document must form part of all Quotations invited.
2. It serves as a declaration to be used by institutions in ensuring that, when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be disregarded if that bidder or any of its directors have-
  - a. abused the institution's supply chain management system;
  - b. committed fraud or any other improper conduct in relation to such system; or
  - c. failed to perform on any previous contract.
4. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the Audi alteram partem rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</p>	<input type="checkbox"/>	<input type="checkbox"/>

4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for RFQ Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  The Register for RFQ Defaulters can be accessed on the National Treasury's website ( <a href="http://www.treasury.gov.za">www.treasury.gov.za</a> ) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

**CERTIFICATION**

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

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

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 20\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Position \_\_\_\_\_ Name of Bidder \_\_\_\_\_

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Standard Bidding Document (SBD) must form part of all Quotations<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.

This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when Quotations are considered, reasonable steps are taken to prevent any form of bid-rigging.

To give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

Bid No \_\_\_\_\_ Description \_\_\_\_\_ (Bid  
Number and Description)

in response to the invitation for the bid made by Eastern Cape CET College, do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:  
(Name of Bidder)

I have read and I understand the contents of this Certificate.

I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.

I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder.

Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder.

For the purposes of this Certificate and the accompanying bid, I understand that the word.

“competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

- (a) has been requested to submit a bid in response to this bid invitation.
- (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
- (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.

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 consortium<sup>3</sup> will not be construed as collusive bidding.

In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding: prices; geographical area where product or service will be rendered (market allocation)

- (c) methods, factors or formulas used to calculate prices;
- (d) the intention or decision to submit or not to submit, a bid;
- (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
- (f) bidding with the intention not to win the bid.

In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

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.

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

---

<sup>1</sup> Includes price quotations, advertised competitive Quotations, limited Quotations and proposals.

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

<sup>3</sup> 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.