



**SUPPLY AND DELIVERY ELECTRICAL MATERIAL AND EQUIPMENT FOR A PERIOD OF 36 MONTHS (3 YEARS) FOR NKOMAZI LOCAL MUNICIPALITY**

**BID NO: NKO 16/ 2022**

**NKOMAZI  
PRIVATE BAG x 101  
MALELANE  
1320**

**The Acting Municipal Manager  
Mrs TA Kaseke**

**TEL.: 013 – 790 0245  
FAX.: 013 – 790 0886**

**VAT Registration No: 4300102938**

**PLEASE NOT THAT THIS DOCUMENT MUST ACCOMPANY YOUR PROPOSAL AND RELEVANT DOCUMENTATION**

<b>Name of Bidder</b>	
<b>Address</b>	
<b>Contact Numbers</b>	
<b>Telephone No. or Cell phone No.</b>	
<b>Fax No.</b>	
<b>E-mail Address</b>	
<b>Tendered Amount (VAT INC)</b>	

**CLOSING DATE:08/08/2022**



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**BID NO: NKO 16/2022 Supply and delivery of electrical material and equipment for a period 36 months (3years) for Nkomazi Local Municipality.**

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Nkomazi Local Municipality cordially invites interested parties to tender/bid for the **supply and delivery of electrical material and equipment** for Nkomazi LM. Tenders will be evaluated on 80/20 points system in line with Nkomazi municipality Supply Chain Management Policy and functionality will be used to evaluate potential service providers. Part of the conditions of this tender is the requirement of MBD 6.2 (Local content) as attached in the tender document that all items to be supplied must be (Electrical & Telecom cables 90% and Transformers and shunt reactors 100%) respectively local manufactured.

Tender documentation with complete details is available upon the payment of a non-refundable amount of R1, 334.95 per tender document or can be downloaded from for free at the e-tender website. Tender document(s) will be available as from **08/07/2022** and to be obtained at Nkomazi Local Municipality: Budget and Treasury (Old Malalane Taxi Rank) Impala Street from the Cashiers Desk from 07h45 to 15:30 (Monday-Friday).

An optional or non-compulsory tenderer briefing session will be held on **15/07/2022 at 10H00** at the Municipal Town Hall Malelane (Kobwa Hall) at Fish Eagle. It is advisable that Service Providers do attend the briefing session though it is not compulsory, but for explanation and clarity service providers are encouraged to attend. It is also important that those who will not make it on the briefing would not be penalised and they will be allowed to contact the office for clarity.

Completed bid documentation must be deposited **on/before 12h00 on 08/08/2022** in the Tender Box situated at the main entrance of the municipality (Civic Centre), 9 Park Street Malalane.

Tenders/Bids must be submitted in a sealed envelope or container on which the tender/bid number and addressee is clearly marked. No bids transmitted by fax or e-mail will be accepted. It must be noted that the municipality is not bound to accept the lowest on any other tender. Tender/bid documentation which is incomplete or filled incorrectly, not filled in on the official bid documentation or which is received after the close of the bids, will be ignored. It must also be noted that tender submitted in a wrong tender box will not be considered. Nkomazi Local Municipality supports empowerment of the previously disadvantaged, and SMME's.

Specification queries can be directed to: Mr PJ Theron on 013 7900145, and for Supply Chain related queries must be directed to Mr Msithini on 013 7900386 between 07H15 – 16H00 on working weekdays

TA KASEKE  
ACTING MUNICIPAL MANAGER

Date

**The following conditions must be complied with:**

**Failure to comply with the following will render the tenderer liable to rejection:**

- All pages must be completed, and all pages form part of the tender document, therefore no page removal is allowed.
- Scratching out / painting over rates / use of correcting fluid is not allowed.
- Failure to attend compulsory site inspections / compulsory briefing sessions in case is required.
- Failure to submit documents required in this document
- Form of tender not filled and signed and all pages of bid documents not initialed.
- Enterprise particulars not provided.
- The bid has been submitted after the closing date and time.
- Failure to initial or sign all Pages of the Tender documents

**Compulsory returnable Documents: failure to return documents below is an automatic disqualification with the exception of the BBBEE Status Certificate**

- Attach Copy of SARS Tax Pin or tax clearance certificate
- Copy of Central Supplier Database Registration Report
- Certified copy of Company Registration (CK)
- A certified BBBEE Status certificate that is accredited by South African Accreditation Systems (SANA) or sworn affidavit must be attached for the tenderer to claim the
- Preferential points
- All declarations and authorisations must be duly signed.
- All returnable schedules must be completed
- Attach proof of rates and taxes not later than 3 months/Proof of Residence
- Copy of Authority for signatory (Must be in the company letter head)

Every bid will be scored and awarded points out of a maximum of 100 points.

A fixed 10 points of the maximum of 100 points is allocated to calculate preference in terms of the BBBEE status.

A bidder must not be awarded the points claimed for BBBEE status level of contribution if it is indicated in the bid documents that such a bidder intends sub-contacting more than 25% of the contract value to any other enterprise that does not qualify for a least the same number of points that the bidder qualifies for, unless the intended sub-contractor is and EME that has the capacity and ability to execute the sub-contract.

A contractor is not allowed to sub-contract more than 25% of the contract value to another enterprise that does not have equal or higher B-BBEE status level, unless the intended sub-contractor is an EME that has the capacity and ability to execute the sub-contract

In relation to a designated sector, a contractor must not allow to sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

Any contract awarded on false information furnished by the bidder, may, without derogating from other remedies available to Nkomazi Local Municipality, be cancelled at the sole discretion of Nkomazi Local Municipality.

## INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE NKOMAZI LOCAL MUNICIPALITY					
BID NUMBER:	NKO 16/2022	CLOSING DATE:	08/08/2022	CLOSING TIME:	12:00 AM
DESCRIPTION	Supply and delivery of electrical material and equipment for Nkomazi Local Municipality for a period of 36 months (3years).				
<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).</b>					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS):					
<b>NKOMAZI LOCAL MUNICIPALITY CIVIC CENTRE (HEAD OFFICE)</b>					
<b>9 PARK STREET</b>					
<b>MALELANE</b>					
<b>1320</b>					
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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER	.....		DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	SUPPLY CHAIN UNIT		CONTACT PERSON	MR P THERON	
CONTACT PERSON	Mandla Msithini		TELEPHONE NUMBER	(013) 790 0386	
TELEPHONE NUMBER	(013) 790 0386		FACSIMILE NUMBER	(013) 590 6195	
FACSIMILE NUMBER	(013) 590 6195		E-MAIL ADDRESS	Peter.Theron@nkomazi.gov.za	
E-MAIL ADDRESS	Mandla.Msithini@nkomazi.gov.za				

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>	
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.	
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR ONLINE</b>	
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
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 THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE 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 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
<b>3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</b>	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.  
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER: .....

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

DATE:.....

1. The tender document(s) have been drafted to ensure that essential information is furnished upon the correct completion of the document(s). Where there is insufficient space, or additional particulars are required to be furnished, such must be provided on a separate annexure, clearly indicated.
2. Tender document(s) may not be retyped or redrafted. Also no photocopies of the original document(s) may be used.
3. Tender document(s) may be completed by mechanical devices such as typewriters; alternatively black ink must be used to fill in the document(s).
4. Tenderer must ensure that no pages are missing from the bid document(s), and that the pages of the bid are numbered consecutively. Nkomazi Local Municipality shall not be held liable with regard to claims arising from the fact that pages are missing or duplicated.
5. Firm tender prices (rates) and delivery periods are preferred, and tenders must clearly state whether prices and delivery periods will remain firm for the duration of the contract or not.
6. Tenderer must be strictly to specification. In cases where items are not to specification, deviations must be clearly indicated. It must also be noted that supplier/tenderer may quote for other items other than the one indicated on the schedule of quantity on a separate sheet, but it would not form part of items to be evaluated for.
7. Tender prices must be quoted in South African currency and in the specified units, unless the contrary is clearly indicated.
8. All the documents herewith form part of the bid and failure to comply with any part thereof may invalidate a bid.
9. Nkomazi Local Municipality may issue Briefing Notes during the briefing session which may contain amendments or information that may assist bidders in articulating their bids.
10. It is advisable that Service Providers do attend the briefing session though it is not compulsory, but for explanation and clarity service providers are encouraged to attend. It is also important that those who will not make it on the briefing would not be penalized and they will be allowed to contact the office for clarity.
11. Nkomazi Local Municipality does not require bidders to attach proof of payment for the purchase of bid document where previously it was a requirement.

## TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax

Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit

bids.

2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year

from the date of approval.

3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original

and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.

4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate

Tax Clearance Certificate.

5 Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch

office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).

6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision,

taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za).

## 1. Back Ground

The key function of the municipality revolves around services delivery. The department of infrastructure plays a major role in services delivery. The expenditure of the department by its nature is expected to be high and resources (materials) needed have to be available by all times, therefore for the department to function effectively and efficiently, and for the objectives of the department if not of the municipality as a whole to be realized, supply chain has to be active. It is then on those bases that supply chain management plays major role in service delivery.

Supply Chain Management as a key supporting Unit to all departments within the organization, it is important that the stores keep all materials that are utilized by the departments for the full functioning of the municipality and to avoid unnecessary community unrest or protest due to service delivery. This tender is aimed at appointing a service provider(s) to **Supply and Deliver electrical material and equipment** as would be specified in the schedule of quantities. The appointed service provider shall supply and deliver goods and services to the municipality as and when is required for the period of three years.

### 1. Nature of the Contract

This would be a three years supply contract, of which the contract will be valid from the day the two parties (Service provider and council) sign the contract agreement. The winning tenderers/suppliers would be required to **Supply and Deliver electrical material and equipment to Nkomazi Municipality**.

**Note:** Special contract would be formulated and would be signed by the winning tenderer and the municipality. The document to be signed would stipulate all the conditions of the contract.

## 2. SCOPE OF WORK / SPECIFICATION

The following terms of reference serve to give an indication to prospective tenderers of the overview of service required and tenderer's responsibility:

1. Supply and delivery of all electrical material and equipment as and when required.
2. All interested tenderers are expected to demonstrate a proven record of competency and experience in the provision of this service or similar service.

### 2. Scope of work/ SPECIFICATION

See the schedule of quantities T10

### 3. Contract period

The contract shall be for a period of three years from the date of the signing of the Service Level Agreement between the two parties (the municipality and the winning Service Provider). Contract renewal shall be the sole prerogative of the municipality in consultation with Service Provider, and in case there is a need for renewal, such matter shall be in terms of the legislation. It must be noted that

when the contract expires and there is no indication by any party of renewal or extension, both parties will depart.

The bidder is expected to provide a pro-forma copy of a service level agreement, which can be edited and considered by the municipality as the final service level agreement between the two parties. The package of the pro-forma must also indicate rates and service which shall be evaluated and adjusted on a regular basis.

The Successful bidder shall be expected to enter into a written agreement with the municipality (Nkomazi Local Municipality), based on the contents of this document, accepted tender as well as the letter of acceptance.

With the rates submitted, the winning tender shall be served with the number of quantities to be supplied and delivered at a particular time. Any price escalation shall be calculated per annum and this shall not be more than 20%, and such increment shall be subject to the municipal approval.

#### **4. Completion of the tender**

- a. All forms as shown in the tender document are to be completed;
- b. Black ink or black print is to be used for completing this tender;
- c. Correction fluid is not allowed to be used. Where the tenderer has done a mistake, one line needs to be drawn over the mistake and it be initialized!
- d. Under no circumstances will copies of the original document be accepted.
- e. All tenders must be returned in their original package format or better!

**CERTIFICATE OF AUTHORITY FOR SIGNATURE**

**3.1. SUPPLIERS / CONTRACTORS**

3.1.1. "certificate of authority to sign all documents in connection with this tender and any contract or agreement which may arise there from", duly signed and dated, shall be provided by the Board of Directors of the firm and shall be attached to this page. An example is given below.

**3.2. JOINT VENTURE**

3.2.1. The document of formation of the Joint Venture shall be attached to this page.

3.2.2. A "certificate of authority to sign all documents in connection with this tender and any contract or agreement which may arise there from", duly signed and dated, shall be provided by the Boards of Directors of each member of the Joint Venture and shall be attached to this page.

**EXAMPLE OF A CERTIFICATE OF AUTHORITY FOR SIGNATORY**

"By resolution of the board of directors passed at a meeting held on .....

Mr. /Ms..... whose signature appears below, has been duly authorized

to sign all documents in connection with the tender for Contract no.....

and any contract which may arise there from on behalf of (block capitals).....

SIGNED ON BEHALF OF THE COMPANY .....

IN HIS/HER CAPACITY AS: .....

DATE: .....

SIGNATURE OF SIGNATORY: .....

WITNESS:

1:.....

2:.....

1. No bid will be accepted from persons in the service of the state:
2. Any person or having kinship with a person in the service of state, or persons who act on behalf of Nkomazi Local Municipality, including a blood relationship, may make an offer or offers in terms of this bid invitation. In view of possible allegations of favouritism or bias, should the resulting bid, or part thereof, be awarded to persons employed by State, or to persons who act on behalf of Nkomazi Local Municipality, or to persons connected with or related to them, it is required that the bidder or his authorised representative shall declare any interest of whatever nature and/or relationship (including blood relationship) to any employees, or persons who act on behalf of, or persons connected with or related to Nkomazi Local Municipality.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid:

3.1. Full Name of the bidder or his representative: .....

3.2. Identify Number: .....

3.3. Position occupied in the Company (director, trustee shareholder):  
 .....

3.4. Company Reference Number: .....

3.5. Tax Reference Number: .....

3.6. VAT Registration Number: .....

3.7. The names of all directors/trustees/ shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8. Are you presently in the service of the state?

YES/NO
--------

3.8.1 If yes, furnish particulars: .....  
 .....

❖ MSCM Regulations: “in the service of the state” means to be-

(a) A member of-

- (i) Any municipal council
- (ii) Any provincial legislature, or
- (iii) The national Assembly or the national council of provinces

(b) A member of the board of directors of any municipal entity;

(c) An official of any municipality or municipal entity;

- (d) An employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (e) A member of the accounting authority of any national or provincial public entity; or
- (f) An employee of parliament or a provincial legislature

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

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

If yes, furnish particulars: .....

.....

3.10. Do you, have any relationship (family, friend, other) with a person employed by state/Nkomazi Local municipality, who may be involved in the evaluation and adjudication of this bid? \*YES / NO

3.10.1 If yes, furnish particulars:

.....

.....

3.11. Are you, aware of any relationship (family, friend, other) between the bidder and any person employed by state/Nkomazi Local Municipality, who may be involved in the evaluation and adjudication of this bid? \*YES / NO

3.11.1 If yes, furnish particulars:

.....

.....

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

3.12.1 If yes, furnish particulars.

.....

.....

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

13.13.1 If yes, furnish particulars.

.....  
 .....

13.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.

13.14.1 If yes, furnish particulars.

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

4. Full details of directors. Trustees/ members/ shareholders.

Full Name	Position filled in the " State"	ID number	State number	employee

.....  
 Signature

.....  
 Bid Number

.....  
 Date

.....  
 Capacity

.....  
 Name of the Company

**NOTE:**

BEFORE COMPLETING THIS CERTIFICATE, BIDDER(S) MUST STUDY THE STANDARD TERMS AND CONDITIONS OF BID AS WELL AS THE CONDITIONS CONTAINED IN THIS CERTIFICATE.

**General conditions:**

1. A fixed 80/20-point preference system will apply to all tenders/bids.
2. Nkomazi Local Municipality may require any bidder to provide reasonable proof of any preference claimed.
3. In the event that Nkomazi Local Municipality detects that any information provided, is incorrect or has been provided fraudulently or is in any way unsubstantiated, Nkomazi Local Municipality may declare that bid noncompliant.
4. Nkomazi Local Municipality reserves the right to take appropriate further action against any party involved or implicated in any fraudulent action involving the provision of any fraudulent or unsubstantiated information.
5. A bidder must not be awarded the points claimed for BBBEE status level of contribution if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the contract value to any other enterprise that does not qualify for at least the same number of points that the bidder qualifies for, unless the intended subcontractor is an EME that has the capability and ability to execute the sub-contract
6. A contractor is not allowed to sub-contract more than 25% of the contract value to another enterprise that does not have equal or higher BBBEE status level, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract
7. In relation to a designated sector, a contractor must not be allowed to sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold **General definitions:**

**“Consortium or Joint Venture”** 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 bid;

**“Control”** the position and exercise of legal authority and power to manage the assets, goodwill and daily operations of a business and the active and continuous exercise of appropriate managerial authority and power in determining the policies and directing the operations of the business;

**“Management”** in relation to an enterprise or business, means an activity inclusive of control and performed on a daily basis, by any person who is a principal executive officer of the enterprise or business, by whatever name the person may be designated;

**“Owned”** the act of owning which has all the customary elements of ownership, including the right of decision-making and sharing all the risks and profits commensurate with the degree of ownership interest as demonstrated by an examination of the substance, rather than the form of ownership arrangements;

**“Small, Medium and Micro Enterprises (SMME’s)”** bears the same meaning as assigned to this expression in the Small Business Act 102 of 1996;

**“Trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person;

**“Trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another;

**“ACT”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000)

**“All applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies,

**“BBBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black economic empowerment Act,

**“Broad-Based Black economic empowerment Act”** means the Broad-Based Black economic Empowerment Act, 2003 (Act No. 53 of 2003)

**“Comparative Price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration,

**“Contract”** means the agreement that results from the acceptance of a tender by an organ of state,

**“Firm Price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract,

**“Designated Sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated threshold for local production and content, **“Functionality”** means the measurement according to predetermined norms, as set out in the tender documents, of a service or commodity that is designed to be practical and useful, working or operating, taking

into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a tenderer,

**“Important content”** means that portion of the tender price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation cost, such as landing cost, dock dues, import duty, sales duty or other similar tax or duty at the South African port of entry,

**“Local Content”** means that portion of the tender price which is not included in the imported content, provided that local manufacture does take place,

**“Non-firm prices”** means all prices other than “firm” prices,

**“Person”** includes a juristic person,

**“Stipulated minimum threshold”** means that portion of local production and contents as determined by the Department of Trade and Industry;

**“Rand Value”** means the local total estimated value of a contract in South African currency, calculated at the time of tender invitations, and includes all applicable taxes and excise duties,

**“Sub-Contract”** means the primary contractors assigning, leasing making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract,

**“Tender”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive tendering or proposals.

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

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

1 Are you by law required to prepare annual financial statements for auditing? YES/NO

1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

.....  
.....

2 Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days? YES/NO

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

.....  
.....  
.....  
.....

\* Delete if not applicable

3 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract? YES/NO

3.1 If yes, furnish particulars

.....  
.....

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion YES / NO

of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

4.1 If yes, furnish particulars

.....  
.....

CERTIFICATION

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

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

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

Signature Date .....

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

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

1.2

- a) The value of this bid is estimated to **not exceed** R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

## 2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
  - 1. B-BBEE Status level certificate issued by an authorized body or person;
  - 2. A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3. Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

## 3. POINTS AWARDED FOR PRICE

### 3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

**80/20** or **90/10**

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

#### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
<b>Non-compliant contributor</b>	0

#### 5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

#### 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . = .....(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

#### 7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

**(Tick applicable box)**

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....?.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

**(Tick applicable box)**

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

<b>Designated Group: An EME or QSE which is at last 51% owned by:</b>	<b>EME</b> √	<b>QSE</b> √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety

- Close corporation
  - Company
  - (Pty) Limited
- [TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

8.6 COMPANY CLASSIFICATION

- Manufacturer
  - Supplier
  - Professional service provider
  - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

8.7 MUNICIPAL INFORMATION

**Municipality where business is situated:** .....

**Registered Account Number:** .....

**Stand Number:**.....

8.8 Total number of years the company/firm has been in business:.....

8.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificates, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result

of that person's conduct;

- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

<p>WITNESSES</p> <p>1.....</p> <p>2.....</p>
--

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS .....</p> <p>.....</p> <p>.....</p>
--

**DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS**

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

**1. General Conditions**

1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.

1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.

1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

**2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
Electrical & Telecom cables	90%
Transformers and shunt Reactors:	100%

**3. Does any portion of the goods or services offered have any imported content?  
(Tick applicable box)**

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

3.1. If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.resbank.co.za](http://www.resbank.co.za)

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

<b>Currency</b>	<b>Rates of exchange</b>
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION**  
**(REFER TO ANNEX B OF SATS 1286:2011)**

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

**IN RESPECT OF BID NO.** .....

**ISSUED BY:** (Procurement Authority / Name of Institution):  
.....

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp). Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),  
do hereby declare, in my capacity as .....  
of .....(name of bidder entity), the  
following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
  - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given

in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.**

**The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.**

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_



Annex D

Imported Content Declaration - Supporting Schedule to Annex C

(D1)	Tender No.	
(D2)	Tender description:	
(D3)	Designated Products:	
(D4)	Tender Authority:	
(D5)	Tendering Entity name:	
(D6)	Tender Exchange Rate:	Pula

Note: VAT to be excluded from all calculations

EU R 9.00 GBP R 12.00

A. Exempted imported content

Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Calculation of imported content						Summary	
				Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
(D19) Total exempt imported value										R 0	

This total must correspond with Annex C - C21

B. Imported directly by the Tenderer

Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Calculation of imported content						Summary	
				Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)
(D32) Total imported value by tenderer										R 0	

C. Imported by a 3rd party and supplied to the Tenderer

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Calculation of imported content						Summary	
				Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total imported value by 3rd party										R 0	

D. Other foreign currency payments

Type of payment	Local supplier making the payment	Overseas beneficiary	Calculation of foreign currency payments		Summary of payments
			Foreign currency value paid	Tender Rate of Exchange	
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)
(D52) Total of foreign currency payments declared by tenderer and/or 3rd party					

Signature of tenderer from Annex B

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above R 0

Date: \_\_\_\_\_

This total must correspond with Annex C - C23

## Annex E

### Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.	
(E2)	Tender description:	
(E3)	Designated products:	
(E4)	Tender Authority:	
(E5)	Tendering Entity name:	

**Note:** VAT to be excluded from all calculations

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
<b>(E9) Total local products (Goods, Services and Works)</b>			R 0

(E10)	<b>Manpower costs</b> (Tenderer's manpower cost)	R 0
(E11)	<b>Factory overheads</b> (Rental, depreciation & amortisation, utility costs, consumables etc.)	R 0
(E12)	<b>Administration overheads and mark-up</b> (Marketing, insurance, financing, interest etc.)	R 0
<b>(E13) Total local content</b>		R 0

**This total must correspond with Annex C - C24**

Signature of tenderer from Annex B

\_\_\_\_\_

Date: \_\_\_\_\_

## Functionality

Functionality			
Functionality criteria	Sub-criteria	Scoring maximums	Score
Company Experience (points accumulative)	Project experience of similar nature. 2(two) projects 3(three) projects 5(five) or more projects (Certified copies of completion certificates)	4 6 <u>10</u> 20	
Locality (points not accumulative)	Local to Nkomazi boundaries Within Mpumalanga boundaries Within South Africa boundaries	20 15 <u>5</u> 20	
Financial References (points accumulative)	Banking details in name of bidder Bank rating C or above Proof of guarantee from recognized financial institution/ Cash to the value of 10% of offer.	5 5 <u>5</u> 15	
Guarantee	Letter of guarantee (equipment and material) Minimum 24months on material and equipment  (Proof to be submitted)	15	
Delivery (points accumulative)	Manufacturing period (lead time) X – stock 0 to 12 weeks 12 to 24 weeks	10 6 <u>4</u> 20	
Facility	Whole sale ware house/stores Yes NO (Facility to be verified)	10 <u>0</u> 10	
Total		100 Max 80 Min	

Tender will first be evaluated on the above-mentioned criteria (functionality) and thereafter be subjected to further evaluation. The preferential point system shall apply whereby a contract will be

allocated to a tender in accordance with the Preferential Procurement Framework Act, Act no 5 of 2000

For bidder to be considered to the **second round (Price & Preferential points)** of the evaluation must obtain a minimum of **80 points**

The following standard terms and conditions of bid have been accepted and laid down by the Council of Nkomazi Local Municipality and are applicable to all bids, contracts and orders, unless otherwise directed by the Council prior to the invitation of bids.

## **1. GENERAL DIRECTIVES**

### **1.1. Formal contracts**

Formal contracts shall only be concluded with bidders where this requirement is stated in the bid documents. In the absence of a formal contract, the duly completed and signed bid accepted by a letter of acceptance by Nkomazi Local Municipality and signed by both parties, shall be the contract between the parties, and this shall include the tender document.

### **1.2. Expenses**

Unless otherwise indicated in the bid documents, Nkomazi Local Municipality shall not be liable for any expenses incurred in the preparation or submission of any bid.

### **1.3. Briefing Notes**

Nkomazi Local Municipality may issue Briefing Notes from time to time during the bid submission phase so that prospective bidders will timeously be made aware of any and all information that might assist them in articulating their bids.

Briefing Notes will be sequentially numbered to facilitate easy reference.

### **1.4. Governing laws**

Laws of the Republic of South Africa shall govern contracts arising from the acceptance of bids.

### **1.5. Site inspections and explanatory meetings**

1.5.1 Nkomazi Local Municipality may require the attendance of a Compulsory site inspection or explanatory meeting. Where this is a condition of bid, bidders must attend the site inspection or explanatory meeting in order to submit a valid bid. Failure to attend or coming late for the said meeting will result in the bid being non-compliant.

1.5.2 Particulars of the place and time of the site inspection or explanatory meeting will be indicated in the advertisement and the bid documentation.

1.5.3 Minutes will be taken of all information disclosed during the site inspection or explanatory meeting, and copies of these minutes will be made available on request to all interested parties that attended the relevant inspection or meeting.

1.5.4 Where the attendance of the site inspection or explanatory meeting is an absolute requirement to the bid, bidders must be required to certify that they attended the site meeting or explanatory meeting and that they are fully aware of the scope of the bid.

## **2. INVITATIONS TO TENDER/BID**

### **2.1. Service Provider Database**

Nkomazi Local Municipality may issue invitations to bid for specific supplies or services to service providers listed on the Nkomazi Local Municipality service provider database.

Without derogating from the above, Nkomazi Local Municipality reserves the right to go to open bid for the obtainment of supplies or services.

Requests for listing on the service provider database of Nkomazi Local Municipality will be issued from time to time in the local media.

### **2.2. Documents to be used**

2.2.1 Bids must make use of the prescribed bid documents, and supply all necessary and required information called for therein.

2.2.2 Failure of a bidder to submit a bid duly signed in black ink, or to provide all required documentation or to complete bid documentation and certificates in all respects, may invalidate the bid.

2.2.3 Bidders should not qualify their bids by their own conditions, and such bidders run the risk of having their bid declared invalid.

2.2.4 Nkomazi Local Municipality may request the furnishing of a non-refundable bid deposit together with the submission of bids. This is to defray in part the cost of non-responsive bids, and to prevent nuisance bids being submitted.

## **3. Samples**

3.1.1. Prospective bidders may be charged for samples provided to them by Nkomazi Local Municipality. Failure to do so may render the bid invalid. Nkomazi Local Municipality shall not be liable for any cost involved in the supply of samples by a tenderer/ bidder;

3.1.2. Where samples are called for in the bid documents, samples must be clearly marked with the bid numbers, item number and name of the bidder. Samples must reach the designated address for the submission of bids no later than the closing time;

3.1.3. Nkomazi Local Municipality may accept goods offered on loan for trial purposes, but is under no obligation to purchase the loaned goods, or any similar goods, and Nkomazi Local Municipality accepts no responsibility in the event of breakage of damage, or for the depreciation of depreciable goods.

## **4. Closing of tenders/bids**

4.1. Bids close at 12:00 AM on the closing date as indicated in the bid documents.

4.2. Extension of the closing date may be granted in certain circumstances where such extension is justified. Any extension will however be published before the original closing date or can be communicated during briefing session.

- 4.3. Tenders/bids shall be considered late if they are received at the address indicated in the bid documents after the closing time on the closing date. A late bid shall not be admitted for consideration, and where practicable, shall be returned unopened to the bidder.

## **5. Submission of tenders/bids**

- 5.1. Tender/bid documents must be deposited in the bid box at the address indicated in the bid documentation, failing which at a clearly indicated alternative site (where applicable).
- 5.2. Tenders/bids must be deposited in a sealed envelope or container, which envelope or container must clearly indicate the bid number and description of bid (where applicable).
- 5.3. Tenders/bids must be submitted in English.
- 5.4. Tenders/bids received by facsimile, telegram, telex, e-mail or other similar media will not be accepted as validly submitted bids (where applicable).
- 5.5. Only original tenders/bids or photocopies of the original documentation which is submitted in the prescribed manner may be accepted as valid bids.
- 5.6. All tenders/bids received prior to the closing date shall be kept in safe custody until the closing time of bids.

## **6. Opening of tenders/bids**

- 6.1. Tenders/bids will be opened in public (where applicable) as soon as practicable after the closing time.
- 6.2. Tenders/bids will be given a registration mark and a list of bids received will be placed on record.

## **7. Validity periods**

The period for which bids are to remain valid and binding shall be indicated in the bid documents. The validity period is calculated from the closing time and will continue until the close of business on the last day of the period, and where this day falls on a Saturday, Sunday or public holiday, the bid will remain valid and binding until the close of business on the following business day.

## **8. Tender/bid prices and delivery periods**

- 8.1. Firm tender/bid prices and delivery periods are preferred.
- 8.2. "Firm" prices are deemed to be prices which, are only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of any tax, levy or duty, which in terms of a law or regulation is binding on the bidder and will demonstrably have an influence on the prices of supplies or on the cost of rendering services.
- 8.3. "Non-firm" prices are deemed to be all prices which are not "firm."

- 8.4. Where non-firm prices are offered, Nkomazi Local Municipality may require the submission of proof regarding labour and material costs, or other factors which are specified by the bidder, and should these costs be seen to be unrealistic, it may negatively affect the consideration of the bid.
- 8.5. Where applicable, the value of certificates (payment) issued in terms of the contract, shall be increased or decreased by applying a “contract price adjustment factor” calculated according to the formula and the conditions set out in the Contract Price Adjustment Schedule referring to the General Conditions of Contract for works of engineering construction.
- 8.6. Expressions relating to the delivery of supplies or services which are unspecified such as “soonest” or “earliest” etc. are not acceptable. Where it has not been indicated whether prices or delivery periods are firm or not, bided prices and delivery periods shall be deemed to be firm and the contractor shall be bound thereby.

### 3. **CONSIDERATION OF TENDER/BIDS**

- 3.1. All bids validly submitted will be taken into consideration. Each tender/bid will be reviewed and evaluated for its ability to deliver the specific requirements of the bid in line with set criteria of paragraph 3.3.
- 3.2. Nkomazi Local Municipality is under no obligation to accept any tender/bid, or to accept the lowest tender/bid.
- 3.3. All tenders/bids will be reviewed and evaluated in accordance with the following criteria:

#### Evaluation Criteria

The proposal shall be evaluated on a 80/20 preferential points system, where the 80 shall be for price and the 20 shall be for the preferential points to be awarded according to BBBEE status level:

Factors to be considered when evaluating:

- Functionality
- Price
- Preference points (BBBEE Status level)

Functionality shall be used as an eliminating factor from the first stage of the evaluation.

Please note that as much as price shall play a role in the evaluation of the tender, but it would not be a sole determining factor. Service provider who will qualify on the functionality shall be invited for presentation before the Evaluation committee, and they will be scored accordingly and that score shall form part of the evaluation report

- 3.4. Nkomazi Local Municipality may elect to invite verbal presentations from bidders for clarification of the content of their bids.

- 3.5. Nkomazi Local Municipality may, where a bid relates to more than one item, accept such tender/bid in respect of any specific item or items, and may also accept part of the specified quantity of any specific item or items.
- 3.6. Any decision by Nkomazi Local Municipality shall be final and Nkomazi Local Municipality shall only on request provide reasons for the acceptance or passing over of a bid.
- 3.7. Where a bid has been granted on the strength of information furnished by the bidder, which later proves to be incorrect, Nkomazi Local Municipality may, in addition to any other remedy it may have, recover all costs and damages suffered or sustained by Nkomazi Local Municipality as a result of the award of the bid from the bidder, and/or cancel the agreement and claim damages from the bidder.
- 3.8. Nkomazi Local Municipality will award a preference to bids in accordance with the Preference Certificate in the form of BBBEE status level certificate [T 5].
- 3.9. In the event of equal bids, the following order of priority will normally be applied in the consideration of equal bids:

#### **Evaluation of bids that scored equal points**

- 3.9.1. In the event that two or more bids have scored equal total points, the successful bid must be the one that scored the highest points for BBBEE,
- 3.9.2. IF two or more bids have equal points, including equal preference points for BBBEE, the successful bid must be the one scoring the highest score for functionality if functionality is part of the evaluation process,
- 3.9.3. In the event that two or more bids are equal in all respects, the award must be decided by the drawing of lots
- 3.10. Successful bidders will be notified in writing of the acceptance of their bids.

## **4. TERMS AND CONDITIONS**

### **4.1 Information provided**

Nkomazi Local Municipality provides the bid documentation or any other information, in good faith. Any party or parties considering entering into a contract with Nkomazi Local Municipality on the basis of such information should conduct their own investigations and obtain the necessary professional advice and council, at their cost, necessary to formulate their own opinion regarding all matters related to the bid. Nkomazi Local Municipality cannot be held liable for any costs or damages flowing from a failure to do so by any bidder.

### **4.2 Legal and regulatory framework**

- 4.2.1. All bids must function and be implemented within the general legal and regulatory framework relating to the supply or service, and requires compliance with all law by any bidder.

- 4.3.2. The onus is on the bidder to ensure compliance of its bid as well as during the implementation of the bid with the applicable legal and regulatory requirements, and Nkomazi Local Municipality reserves the right to reject any bid on the basis of non-compliance by the bidder with the applicable legal and regulatory framework.
- 4.4.3. Where relevant Nkomazi Local Municipality may request the Respondent to submit proof of compliance with any aspect of the legal and regulatory framework.

### **4.3 No representations or warranties**

All information contained in or provided as part of the bid documentation is offered in good faith and for the guidance of bidders. Nkomazi Local Municipality does not make any representation (express or implied), or provide any warranty as to the accuracy, completeness or correctness of bid documentation. Nkomazi Local Municipality shall not be liable for any claim for loss or damage to any bidder arising from any error, misstatement or omission contained in the bid documentation or any reliance thereon.

### **4.4 Declaration of interest**

In order to prevent allegations of favouritism or nepotism in the procurement process, bidders must complete the Declaration of Interest & Interest in the State. (T4)

### **4.5 Reservation of rights**

- 4.5.1. Nkomazi Local Municipality reserves the right to consider all possible options during the evaluation of bids. This includes the right not to proceed with the bid, suspend or temporarily defer the bid, or not to award the bid to any bidder. No liability shall attach to Nkomazi Local Municipality in the exercising of any of these rights.
- 4.5.2. If Nkomazi Local Municipality elects not to award the bid to any bidder, it may at its sole discretion, solicit bids in such manner as it may deem necessary in its absolute and sole discretion.
- 4.5.3. Copyright of all documents, data, designs, electronic aids, programmes etc. forming part of the bid documentation or developed by Nkomazi Local Municipality, shall remain to vest in Nkomazi Local Municipality.

### **4.6. Queries relating to the bid**

- 4.6.1. Any queries relating to a bid or any process should be addressed in writing (registered mail, facsimile or e-mail), marked for the attention to:

#### **The person and address stated in the bid documentation**

- 4.6.2. Queries will be responded to in writing, and the written query and response may be distributed to all prospective bidders who have collected the bid documentation. The names of bidders raising queries will not be made known.

#### **4.7. Information to be provided by bidders**

The onus is on the bidder to ensure that all requirements contained in the bid documentation are complied with and all information requested from the bidder is supplied.

#### **4.8. Independent submission**

By submitting a bid, each bidder certifies that –

- 4.8.1. Its bid has been submitted independently, without consultation, communication or agreement for restricting competition, with any other bidder or to any other competitor; and
- 4.8.2. No attempt has been made or will be made by the bidder to induce any other person or firm to submit a bid for the purpose of restricting competition.

#### **4.9. Sole property of Nkomazi Local Municipality**

- 4.9.1. All materials, information and data submitted by bidders shall become the sole property of Nkomazi Local Municipality, with the exception of –
  - 4.9.1.1. Confidential financial statements of the bidder; and
  - 4.9.1.2. Copyright material, trade secrets or other proprietary information clearly identified as such by the bidder.

#### **4.10. Confidentiality**

- 4.10.1. Nkomazi Local Municipality undertakes to keep confidential all information received from any bidder which is clearly identified as confidential in the bid and which is not already public knowledge or available in the public domain or in the hands of Nkomazi Local Municipality or required to be disclosed by legal or regulatory requirements, and the bidder accordingly indemnifies Nkomazi Local Municipality against any claim or liability for its refusal to disclose the relevant information/data to any person seeking access thereto. Failure to honour such indemnity shall be deemed to be a waiver by the bidder of its right to exemption from disclosure and shall Nkomazi Local Municipality be authorised to provide a copy of the relevant information/data or any part thereof to the requester.
- 4.10.2. Information disclosed by Nkomazi Local Municipality is deemed as confidential and it is expected that bidders treat it as such. This includes all information which is not public knowledge or available in the public domain or required to be disclosed by legal or regulatory requirements. Bidders will be held liable for non-compliance in this regard.
- 4.10.3. No information of bidder shall be made available to another bidder or any person unless requested by the court of law. Bidder can be allowed to request to see his/her bid document or to seek clarity of his/her failure, but not to have access to other bidder's information.

#### **4.11. Deliverables**

The successful bidder will be expected to deliver the items within four (4) weeks after the final award and signing of contract.

**4.12. Pricing**

The Service Provider should provide the pricing information for rental of the machines per month (the rate per month) multiple by the number of months as per the contract period which is 36 months. The information must also include service cost per copy/per statement folded and per paper printed. Information about discount should also be provided in case the Service Provider would want to give to the municipality.

**4.13. Technical Equipment**

The bidder is expected to supply the details of the kind of machines (technical specification) that wishes to supply the municipality. The equipment is also expected to meet the minimum requirement stipulated above.

**4.14. General information**

Bidder must indicate in the proposal as to when invoice shall be issued, and all hidden cost must be indicated. The Service Provider can also provide information not mentioned by the municipality but deem important to be shared with the municipality.

The bidder should also indicate the financier of the equipment's on its behalf in case is not financing itself.

It must be noted also that information provided by the bidder shall be verified and any incorrect information submitted shall render the tender document invalid even after an appointment shall have been issued to the bidder.

Bidder must be prepared to assist the municipality during the term of the contract in changes in terms of system and procedures

1. Name of firm: .....
2. Postal address.....
3. Physical address: .....
4. Telephone: .....
5. Fax no.: .....
6. E-mail.: .....
7. Contact person: .....
8. Enterprise/ company Income Tax no.: .....  
(Insert personal income tax number if a one-person business and personal income tax numbers of partners, if a partnership)
9. VAT registration no: .....
10. Tax clearance certificate attached (must be an original document & valid on the closing of the tender)
11. Bank account number and bank where account is held:  
.....
12. Proof of payment of municipal services attached (or a letter from your local Municipality which exempt you/company from payment of services)
13. Corporate entity registration no.....
14. Type of enterprise.....  
(e.g. partnership, company, cc, one person business etc.)  
(Certified copy of enterprise certificate)
15. Country of registration or incorporation.....
16. Manner of participation: .....  
(e.g. main contractor, supplier, professional service provider, joint venture, consortium etc.)
17. Business Sector.....
18. Total number of employees:  
  
Full time.....  
  
Part time: .....

Did your firm exist under a previous name?

Yes       No

If yes, what was its previous name? .....

Who were the owners/partners/directors? .....

20. List all the partners, proprietors and shareholders by name, identity number, citizenship and shareholding:

Name	ID number	Citizen-Ship	Date of Ownership	% Holding/Ownership	Share-

Note: Where owners are themselves a corporate entity or partnership, please identify such.

21. List the major items of equipment, plant and vehicles owned by the firm or the owner, but utilised or to be utilise by the by the company (e.g Vehicles):

No.	Description	Number
1		
2		
3		
4		
5		
6		

22. Provide proof of organisational capability and practice profile to deliver the required supplies or services. (If insufficient space, the information may be provided as a separate annexure)

.....  
 .....

23. List the four largest contracts/assignments completed or in the process of being completed by your enterprise in years. (N.B.: Provide additional information on a separate paper if necessary)

**Schedule of previous work carried out by Bidder**

Scope of work/Nature of work carried out previously	Contracted by whom/Employer name, tel & fax	Contract fee amount/val u e of work	Year Completion of

The undersigned is duly authorised to do so on behalf of the bidder and affirms that the information furnished is true and correct.

Signature .....

Duly authorised to sign on behalf of .....

\_\_\_\_\_  
COMMISSIONER OF OATH

\_\_\_\_\_  
DATE

**CONTRACT FORM - RENDERING OF SERVICES  
PART 2 (TO BE FILLED IN BY THE PURCHASER)**

**MBD 7.1**

**CONTRACT FORM - PURCHASE OF GOODS/WORKS**

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

**PART 1 (TO BE FILLED IN BY THE BIDDER)**

- I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution)..... in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

- (i) Bidding documents, viz
  - Invitation to bid;
  - Tax clearance certificate;
  - Pricing schedule(s);
  - Technical Specification(s);
  - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
  - Declaration of interest;
  - Declaration of bidder's past SCM practices;
  - Certificate of Independent Bid Determination;
  - Special Conditions of Contract;
- (ii) General Conditions of Contract; and
- (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

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

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM.....

DATE .....

<b>WITNESSES</b>	
1	.....
2.	.....
DATE:	.....

**CONTRACT FORM - PURCHASE OF GOODS/WORKS**

**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

- 1. I..... in my capacity as..... accept your bid under reference number .....dated.....for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
- 2. An official order indicating delivery instructions is forthcoming.
- 3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

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

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

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

**WITNESSES**

1. ....

2. ....

DATE .....

**CONTRACT FORM - RENDERING OF SERVICES**

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

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

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

- (i) Bidding documents, viz
  - Invitation to bid;
  - Tax clearance certificate;
  - Pricing schedule(s);
  - Filled in task directive/proposal;
  - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011; - Declaration of interest;
  - Declaration of Bidder's past SCM practices;
  - Certificate of Independent Bid Determination;
  - Special Conditions of Contract;
- (ii) General Conditions of Contract; and
- (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

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

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

WITNESSES

1 .....

2 .....

DATE: .....

**CONTRACT FORM - RENDERING OF SERVICES PART 2 (TO BE FILLED IN BY THE PURCHASER)**

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

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

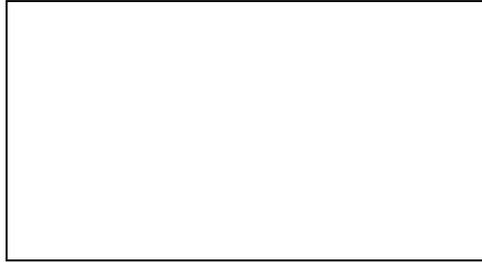
4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ..... ON .....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

A large, empty rectangular box with a black border, intended for an official stamp.

WITNESSES	
1	.....
2	.....
DATE: .....	

1. I/We hereby bid to supply all or any of the supplies and/or to bid all or any of the services as described and required in the bid documentation to Nkomazi Local Municipality, on the terms and conditions and in accordance with the specifications as stipulated in the bid documentation (which bid documentation shall be taken as part of, and incorporated into, this bid) at the prices and delivery periods as required therein.
2. I/We agree that –  
the offer herein contained shall remain binding on me/us and open for acceptance by Nkomazi Local Municipality during the validity period indicated in the bid documentation, which period shall be calculated from the closing time of the bid;
3. this bid and its acceptance shall be subject to the Standard Terms and Conditions of Bid [T 5] which are contained in this bid documentation and with which contents I am/we are fully acquainted with;
4. if I/we withdraw my/our bid within the validity period of the bid for which I/we have agreed that the bid shall remain open for acceptance, or fail to fulfil the contract when called upon to do so, Nkomazi Local Municipality may, without prejudice to any other remedies at its disposal, agree to the withdrawal or cancellation of the bid or contract that may have been entered into and I/we will then pay to Nkomazi Local Municipality any additional expense incurred by Nkomazi Local Municipality having to either accept any less favourable bid, or if fresh bids have to be invited, the additional expenditure incurred by the invitation of fresh bids and by the subsequent acceptance of any less favourable bid;
5. if my/our bid is accepted the acceptance may be communicated to me/us by letter by ordinary post or registered post and that the Post Office shall be regarded as my/our agent, and delivery of such acceptance to the Post Office shall be treated as a delivery to me/us;
6. The law of the Republic of South Africa shall govern the contract created by the acceptance of my/our bid and that I/we choose our *domicilium citandi et executandi* in the Republic at :  
.....
7. I/We furthermore confirm that I/we have satisfied myself/ourselves as to the correctness and validity of my/our bid and that the prices and scope of work bided cover all my/our obligations in terms of the bid documentation and that I/we accept that any mistakes regarding prices or calculations will be at my/our risk.
8. I/We hereby accept full responsibility for the proper execution and due fulfilment of all obligations and conditions devolving on me/us under this contract as the principal bidder liable for the contract.
9. I/We agree that any action arising from this contract may in all respects be instituted against me/us and I/we hereby undertake to satisfy fully any judgment obtained against me/us as a result of such action.

Signature ..... Tender/Bid no.....  
Capacity .....  
Duly authorised to sign on behalf of .....

## DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
  - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
  - b. been convicted for fraud or corruption during the past five years;
  - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p><b><i>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?</i></b></p> <p><b><u>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</u></b></p> <p><u>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.</u></p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p><b>The Register for Tender 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.</b></p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

**CERTIFICATION**

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

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS  
DECLARATION FORM TRUE AND CORRECT.**

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

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

The Municipal Manager  
 Nkomazi Municipality  
 Private Bag X 101  
 Malalane  
 1320

Sir/Madam

**CONTRACT NO NKO: 16/2022** Supply and delivery of electrical material and equipment for Nkomazi Local Municipality for 36 months (3 year)

Supply and delivery of electrical material and equipment

DATE OF PUBLICATION OF TENDERS	CLOSING DATE AND TIME FOR SUBMISSION OF TENDERS	THIS TENDER HOLD GOOD FOR ACCEPTANCE UNTIL
08/07/2022	08/08/2022	90 days

1. Having examined the documents for the execution of the above-mentioned Project as well as any addenda subsequently issued, I/we the undersigned offer to lease automated folding machine and multifunctional printing machine conformity with the above-said documents and addenda, for the sum of -

.....

..

.....

(R.....\*) \* Excluding VAT

or such other sum as may be determined in accordance with the general conditions of contract and the tender rules applicable to this contract, as well as the conditions included in this form of tender.

2. I/We acknowledge that all the certificates, schedules and forms included in this document for completion by the Tenderer have been fully completed by me/us and form part of my/our tender.

3. I/We undertake to complete and deliver the whole of the Project comprised in this contract within 36 months including the holidays during December and January and any other specified non-working days, calculated from the commencement day of supervision.

4. In the event of my/our not completing the whole of the works within the period tendered by me/us in paragraph.

3 hereof, I/we agree to pay the Employer, as a penalty for such default, the sum stated in the Appendix to Tender for each calendar day or part thereof in excess of my/our tendered time for completion and the Employer may, without prejudice to any other method of recovery, deduct such sum monthly from any monies due or to become due to me/us.

5. If my/our tender is accepted, I/we undertake -

To sign the form of agreement included in this document within a period of twenty-one (21) days of receipt of written acceptance of my/our tender subject to the prior provision of the approved contract guarantee by me/us.

6. I/We agree to abide by this tender for a period of ninety (90) days from the closing date fixed for the submission of tenders, and it shall remain binding upon me/us and may be accepted at any time before expiry of that period.

7. Unless and until a formal agreement is prepared and executed, this tender, together with the written acceptance thereof, shall constitute a binding contract between us and shall be deemed for all purposes to be the contract agreement.

8. In the event of there being any arithmetical errors in the priced bill of quantities, I/we agree to their being corrected, the rates being taken as correct.

9. I/We understand that you are not bound to accept the lowest or any particular tender you may receive, and that you shall not defray any expenses incurred by me/us in tendering.

10. I/We agree and undertake to commence the abovementioned Project within seven (7) days from the date on which the Project has been handed over to me/us by a written instruction from the Employer.

11. I/We declare that, notwithstanding anything contained in a covering letter to this tender, this tender is submitted entirely without qualifications.

12. I/We choose *domicilium citandi et executandi* at -

.....

in the Republic of South Africa.

Yours faithfully

SIGNED ON BEHALF OF TENDERER .....

NAME OF SIGNATORY (IN CAPITALS): .....

SIGNED ON THIS THE .....DAY OF .....IN THE YEAR OF.....

ON BEHALF OF: .....

ADDRESS.....

TELEPHONE NUMBER .....

FAX NUMBER: .....

WITNESS 1: .....

NAME IN CAPITALS: .....

WITNESS 2: .....

NAME IN CAPITALS: .....

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Municipal Bidding Document (MBD) must form part of all bids<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 *pe se* prohibition meaning that it cannot be justified under any grounds.
  
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - a. take all reasonable steps to prevent such abuse;
  - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
  
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
  
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids 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.

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

\_\_\_\_\_  
(Bid Number and Description)

in response to the invitation for the bid made by:

\_\_\_\_\_  
(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

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

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

<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.

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

Js9141w 4

LETTER OF TENDER	T10
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**T10.1: Electrical material and equipment**

MAINTENANCE TENDER				
Supply and Delivery of electrical material and equipment				
SUPPLY AND DELIVERY OF ELECTRICAL MATERIAL AND EQUIPMENT	UNIT	QTY	PRICING (supply and delivery only)	
<b>1</b>	<b>HT Cables</b>			
	<b>11 KV</b>			
1.1	50 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.2	70 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.3	95 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.4	120 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.5	150 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.6	185 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.7	240 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.8	50 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.9	70 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.10	95 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R

1.11	120 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.12	150 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.13	185 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.14	240 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
<b>22KV</b>				
1.15	50 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.16	70 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.17	95 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.18	120 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.19	150 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.20	185 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.21	240 mm <sup>2</sup> x 3 C PILC PVC	m	1	R
1.22	50 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.23	70 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.24	95 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R
1.25	120 mm <sup>2</sup> x 3 C XLPE PVC	m	1	R

1.26	150 mm <sup>2</sup> x 3 C XLPE PVC	m	1		R
1.27	185 mm <sup>2</sup> x 3 C XLPE PVC	m	1		R
1.28	240 mm <sup>2</sup> x 3 C XLPE PVC	m	1		R
<b>2</b>	<b>HT Joints 11 kV ( Including Ferrules)</b>				
2.1	50 - 95 mm <sup>2</sup> PILC & XLPE	each	1		R
2.2	95 -185 mm <sup>2</sup> PILC & XLPE	each	1		R
2.3	185 - 300 mm <sup>2</sup> PILC & XLPE	each	1		R
<b>3</b>	<b>HT Terminations 11 kV - Indoor (Including Lugs, Bolts &amp; Nuts etc.)</b>				
3.1	50 - 70 mm <sup>2</sup> PILC & XLPE (2 000 mm )	each	1		R
3.2	95 -240 mm <sup>2</sup> PILC & XLPE (2 000 mm)	each	1		R
<b>4</b>	<b>HT Terminations 11 Kv- Outdoor (Including Lugs, Bolts &amp; Nuts etc.)</b>				
4.1	50 - 70 mm <sup>2</sup> PILC & XLPE (2 000 mm)	each	1		R
4.2	95 -240 mm <sup>2</sup> PILC & XLPE (2 000 mm)	each	1		R
<b>5</b>	<b>HT Joints 22 kV (Including Ferrules)</b>				

5.1	50 - 95 mm <sup>2</sup> PILC & XLPE	each	1		R
5.2	95 -185 mm <sup>2</sup> PILC & XLPE	each	1		R
5.3	185 - 300 mm <sup>2</sup> PILC & XLPE	each	1		R
<b>6</b>	<b>HT Terminations 22 kV - Indoor (Including Lugs, Bolts &amp; Nuts etc.)</b>				
6.1	50 - 70 mm <sup>2</sup> PILC & XLPE (2 000 mm )	each	1		R
6.2	95 -240 mm <sup>2</sup> PILC & XLPE (2 000 mm)	each	1		R
<b>7</b>	<b>HT Terminations 22 Kv- Outdoor (Including Lugs, Bolts &amp; Nuts etc.)</b>				
7.1	50 - 70 mm <sup>2</sup> PILC & XLPE (2 000 mm)	each	1		R
7.2	95 -240 mm <sup>2</sup> PILC & XLPE (2 000 mm)	each	1		R
<b>8</b>	<b>LT Cables</b>				
8.1	16 mm <sup>2</sup> x 2 C SWA PVC	m	1		R
8.2	16 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.3	25 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.4	35 mm <sup>2</sup> x 4 C SWA PVC	m	1		R

8.5	50 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.6	70 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.7	95 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.8	120 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.9	150 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.10	185 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.11	240 mm <sup>2</sup> x 4 C SWA PVC	m	1		R
8.12	Airdac 16mm <sup>2</sup> x 2 core (+ pilot)	m	1		R
8.13	Armadac/Interdac 16mm <sup>2</sup> x 3 core	m	1		R
8.14	Armadac/Interdac 25mm <sup>2</sup> x 3 core	m	1		R
8.15	Surfix cable 1,5mm <sup>2</sup> x 2 core	m	1		R
8.16	Surfix cable 1,5mm <sup>2</sup> x 3 core	m	1		R
8.17	Surfix cable 1,5mm <sup>2</sup> x 4 core	m	1		R
8.18	Surfix cable 2,5mm <sup>2</sup> x 2 core	m	1		R
8.19	Surfix cable 2,5mm <sup>2</sup> x 3 core	m	1		R
8.20	Surfix cable 2,5mm <sup>2</sup> x 4 core	m	1		R

8.21	Surfix cable 4,0mm <sup>2</sup> x 2 core	m	1	R
8.22	Surfix cable 4,0mm <sup>2</sup> x 3 core	m	1	R
8.23	Surfix cable 4,0mm <sup>2</sup> x 4 core	m	1	R
8.24	Bare Coper Earth 16mm <sup>2</sup>	m	1	R
8.25	Bare Coper Earth 35mm <sup>2</sup>	m	1	R
8.26	Bare Coper Earth 70mm <sup>2</sup>	m	1	R
<b>9</b>	<b>LT Joints (including ferrules etc.)</b>			
9.1	16 mm <sup>2</sup> x 2 C SWA	each	1	R
9.2	16 - 25 mm <sup>2</sup> x 4 C SWA	each	1	R
9.3	35 - 70 mm <sup>2</sup> X 4 C SWA	each	1	R
9.4	95 -120 mm <sup>2</sup> X 4 C SWA	each	1	R
9.5	150 - 240 mm <sup>2</sup> X 4 C SWA	each	1	R
<b>10</b>	<b>LT Terminations (including Gland, Shroud, Lugs, Bolts &amp; Nuts etc.)</b>			
10.1	16 mm <sup>2</sup> x 2 C SWA	each	1	R
10.2	16 - 25 mm <sup>2</sup> X 4 C SWA	each	1	R

10.3	50 - 70 mm <sup>2</sup> X 4 C SWA	each	1		R
10.4	95 -120 mm <sup>2</sup> X 4 C SWA	each	1		R
10.5	150 - 240 mm <sup>2</sup> X 4 C SWA	each	1		R
<b>11</b>	<b>Mini Substations (complete with RMU)</b>				
11.1	Mini Sub / Metering RMU base to NLM Spec	each	1		R
11.2	RMU 3 x isolator switch - SF6/Vacuum	each	1		R
11.3	RMU 3 x isolator switch - Oil	each	1		R
11.4	Mini Sub base to NLM Spec	each	1		R
11.5	315 kVA Mini 11KV according NLM Spec	each	1		R
11.6	315 kVA Mini 22KV according NLM Spec	each	1		R
11.7	500 kVA Mini 11KV according NLM Spec	each	1		R
11.8	500 kVA Mini 22KV according NLM Spec	each	1		R
11.9	800 kVA Mini 11KV according NLM Spec	each	1		R
11.10	800 kVA Mini 22KV according NLM Spec	each	1		R

11.11	315 kVA Mini 6.6/11KV dual ratio according NLM Spec	each	1		R
11.12	500 kVA Mini 6.6/11KV dual ratio according NLM Spec	each	1		R
<b>12</b>	<b>LV Distribution</b>				
12.1	Kiosk / stubby 3CR12 < 12 Way (1 500 h x 340 w x 300 d)	each	1		R
12.2	Kiosk / stubby 3CR12 > 12 Way (1 500 h x 500 w x 300 d)	each	1		R
12.3	Kiosk / stubby Fiber EBX FSFG4DD (1 500 h x 495 w x 400 d)	each	1		R
12.4	Kiosk 3CR12 Metering (1 500 h x 800 w x 300 d)	each	1		R
<b>13</b>	<b>Connections - Meters and metering</b>				
13.1	Single Phase kWh meter - conventional	each	1		R
13.2	Three Phase kWh meter - conventional	each	1		R
13.3	Single Phase Pre paid meter (Split/remote meter, STS compliant)	each	1		R
13.4	Three Phase Pre paid meter (Split/remote meter, STS compliant)	each	1		R

13.5	Three Phase Maximum Demand meter (Smart meter)	each	1		R
13.6	Three Phase CT meter	each	1		R
13.7	Single Phase 10Amp 10 kA Circuit Breaker	each	1		R
13.8	Single Phase 20Amp 10 kA Circuit Breaker	each	1		R
13.9	Single Phase 30Amp 10 kA Circuit Breaker	each	1		R
13.10	Single Phase 40Amp 10 kA Circuit Breaker	each	1		R
13.11	Single Phase 50Amp 10 kA Circuit Breaker	each	1		R
13.12	Single Phase 60Amp 10 kA Circuit Breaker	each	1		R
13.13	Single Phase 70Amp 10 kA Circuit Breaker	each	1		R
13.14	Single Phase 80Amp 10 kA Circuit Breaker	each	1		R
13.15	Three Phase 125 Amp 25 kA Circuit Breaker	each	1		R
13.16	Three Phase 200 Amp 25 kA Circuit Breaker	each	1		R
13.17	Three Phase 250 Amp 40 kA Circuit Breaker	each	1		R
13.18	Three Phase 300 Amp 40 kA Circuit Breaker	each	1		R

13.19	Three Phase 350 Amp 40 kA Circuit Breaker	each	1		R
13.20	Three Phase 400 Amp 40 kA Circuit Breaker	each	1		R
13.21	Three Phase 450 Amp 40 kA Circuit Breaker	each	1		R
13.22	Three Phase 500 Amp 40 kA Circuit Breaker	each	1		R
13.23	Three Phase 600 Amp 40 kA Circuit Breaker	each	1		R
13.24	Three Phase 800 Amp 40 kA Circuit Breaker	each	1		R
13.25	Three Phase 1200 Amp 40 kA Circuit Breaker	each	1		R
13.26	Meter Box C3R12 450 x 450 to NLM Spec	each	1		R
13.27	Meter Box CR12 600 x 800 to NLM Spec	each	1		R
13.28	Meter Box SMB 1 - York	each	1		R
13.29	Meter Box SMB 3 - York	each	1		R
13.30	CB pole-top box - black	each	1		R
<b>14</b>	<b>Pole Mounted Transformers</b>				
14.1	50 kVA 3 Phase 6.6KV - NLM Spec	each	1		R
14.2	50 kVA 3 Phase 11KV - NLM	each	1		R

	Spec				
14.3	50 kVA 3 Phase 22KV - NLM Spec	each	1		R
14.4	100 kVA 3 Phase 6.6KV - NLM Spec	each	1		R
14.5	100 kVA 3 Phase 11KV - NLM Spec	each	1		R
14.6	100 kVA 3 Phase 22KV - NLM Spec	each	1		R
14.7	100 kVA 3 Phase 6.6KV - NLM Spec	each	1		R
14.8	200 kVA 3 Phase 11KV - NLM Spec	each	1		R
14.9	200 kVA 3 Phase 22KV - NLM Spec	each	1		R
14.10	100 kVA 3 Phase 6.6KV - NLM Spec	each	1		R
14.11	315 kVA 3 Phase 11KV - NLM Spec	each	1		R
14.12	315 kVA 3 Phase 22KV - NLM Spec	each	1		R
<b>15</b>	<b>Floor standing Transformers 3.3KV</b>				
15.13	25kVA 3 Phase 3.3KV step- up/step-down (star/star)	each	1		R
15.14	50kVA 3 Phase 3.3KV step- up/step-down (star/star)	each	1		

					R
15.15	100kVA 3 Phase 3.3KV step-up/step-down (star/star)	each	1		
					R
15.16	200kVA 3 Phase 3.3KV step-up/step-down (star/star)	each	1		
					R
<b>16</b>	<b>Overhead Lines 11 - 22 kV Spec</b>				
16.1	11 - 22 kV overhead intermitted pole complete	each	1		R
16.2	11 - 22 kV overhead tension pole complete	each	1		R
16.3	11 - 22 kV overhead anchor pole complete	each	1		R
16.4	11 - 22 kV overhead turn pole complete	each	1		R
16.5	11 - 22 kV Surge arrester complete	each	1		R
16.6	11 - 22 kV Pole insulator	each	1		R
16.7	11 - 22 kV Strain Insulator	each	1		R
16.8	11 - 22 kV line anchor complete	each	1		R
16.9	Surge Arrester 11 - 22 kV	each	1		R
16.10	Fuse Link Complete 11 - 22 kV	each	1		R
16.11	Combi Unit 11 - 22 kV	each	1		R

16.12	Conductor - Mink	m	1	R
16.13	Conductor - Wolf	m	1	R
16.14	Conductor - Gopher	m	1	R
<b>17</b>	<b>Overhead Lines - LT Town</b>			
17.1	Intermitted pole complete	each	1	R
17.2	Tension pole complete	each	1	R
17.3	Anchor pole complete	each	1	R
17.4	Surge arrestor	each	1	R
17.5	Pole insulator	each	1	R
17.6	Strain Insulator	each	1	R
17.7	Line anchor complete	each	1	R
17.8	Conductor - Wolf	m	1	R
17.9	Conductor - Gopher	m	1	R
<b>18</b>	<b>Overhead Lines - Rural LT</b>			
18.1	Intermitted pole - Complete	each	1	R
18.2	Tension pole - Complete	each	1	R

18.3	Anchor pole - Complete	each	1		R
18.4	Surge arrestor	each	1		R
18.5	Pole insulator	each	1		R
18.6	Strain Insulator	each	1		R
18.7	Line anchor complete	each	1		R
18.8	Conductor - Bundle 70 mm <sup>2</sup> x 3 C with bare neutral + Earth	m	1		R
18.9	Conductor - Bundle 95 mm <sup>2</sup> x 3 C with bare neutral + Earth	m	1		R
18.10	Conductor - Bundle 16 mm <sup>2</sup> x 2 C + Earth	m	1		R
<b>19</b>	<b>Luminaires - Light Fittings</b>				
19.1	250Watt LED Flood light (aluminum casing)	each	1		R
19.2	400Watt LED Flood light (aluminum casing)	each	1		R
19.3	250Watt HPS fitting	each	1		R
19.4	400Watt HPS fitting	each	1		R
19.5	125Watt M/V flood	each	1		R

19.6	2D Bulkhead fitting	each	1		R
19.7	4Ft Fluorescent fitting - single	each	1		R
19.8	5Ft Fluorescent fitting - single	each	1		R
19.9	4Ft Fluorescent fitting - double	each	1		R
19.10	4Ft Fluorescent fitting - double	each	1		R
19.11	57Watt CPL 100 post top fitting	each	1		R
19.12	Streetlight pole - 4.1meter	each	1		R
19.13	Streetlight pole - 9meter	each	1		R
<b>20</b>	<b>Luminaire lamps</b>				
20.1	150Watt HPS SON/T lamp	each	1		R
20.2	250Watt HPS SON/T lamp	each	1		R
20.3	400Watt HPS SON/T lamp	each	1		R
20.4	125Watt Mercury vapor lamp	each	1		R
20.5	160Watt Mercury blended lamp	each	1		R
20.6	2D Bulkhead lamp	each	1		R

20.7	4Ft Fluorescent tubes	each	1		R
20.8	5Ft Fluorescent tubes	each	1		R
20.9	Energy saver lamp ES	each	1		R
20.10	Energy saver lamp BC	each	1		R
20.11	57Watt CPL 100 post top lamp	each	1		R
20.12	Daylight switch NS 316	each	1		R
20.13	Daylight switch NS 116	each	1		R
<b>21</b>	<b>Lugs and Ferrules</b>				
21.1	Ferrules 6mm	each	1		R
21.2	Ferrules 10mm	each	1		R
21.3	Ferrules 16mm	each	1		R
21.4	Ferrules 25mm	each	1		R
21.5	Ferrules 35mm	each	1		R
21.6	Ferrules 50mm	each	1		R
21.7	Ferrules 70mm	each	1		R
21.8	Ferrules 95mm	each	1		R

21.9	Ferrules 120mm	each	1		R
21.10	Ferrules 150mm	each	1		R
21.11	Ferrules 185mm	each	1		R
21.12	Lugs 16 x 8mm	each	1		R
21.13	Lugs 16 x 10mm	each	1		R
21.14	Lugs 16 x 16mm	each	1		R
21.15	Lugs 25 x 8mm	each	1		R
21.16	Lugs 25 x 10mm	each	1		R
21.17	Lugs 25 x 16mm	each	1		R
21.18	Lugs 35 x 8mm	each	1		R
21.19	Lugs 35 x 10mm	each	1		R
21.20	Lugs 35 x 16mm	each	1		R
21.21	Lugs 50 x 8mm	each	1		R
21.22	Lugs 50 x 10mm	each	1		R
21.23	Lugs 50 x 16mm	each	1		R
21.24	Lugs 70 x 10mm	each	1		R

21.25	Lugs 70 x 16mm	each	1		R
21.26	Lugs 70 x 20mm	each	1		R
21.27	Lugs 95 x 10mm	each	1		R
21.28	Lugs 95 x 16mm	each	1		R
21.29	Lugs 95 x 20mm	each	1		R
21.30	Lugs 120 x 10mm	each	1		R
21.31	Lugs 120 x 16mm	each	1		R
21.32	Lugs 120 x 20mm	each	1		R
21.33	Lugs 150 x 10mm	each	1		R
21.34	Lugs 150 x 16mm	each	1		R
21.35	Lugs 150 x 20mm	each	1		R
21.36	Lugs 185 x 10mm	each	1		R
21.37	Lugs 185 x 16mm	each	1		R
21.38	Lugs 185 x 20mm	each	1		R
<b>22</b>	<b>Contactors</b>				
22.1	Contactors 5.5kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R

	Aux contacts Front/Side mount	each	1		R
22.2	Contactor 7.5kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R
22.3	Contactor 11kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R
22.4	Contactor 15kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R
22.5	Contactor 18.5kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R
22.6	Contactor 22kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R
22.7	Contactor 30kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R
22.8	Contactor 55kW(240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R

22.9	Contactora 75kW (240 + 400 Volt coil)	each	1		R
	Overload	each	1		R
	Aux contacts Front/Side mount	each	1		R
<b>23</b>	<b>Heat Shrink - sleeves</b>				
23.1	Heat Shrink 25/8 (or closest size)	each	1		R
23.2	Heat Shrink 20/6 (or closest size)	each	1		R
23.3	Heat Shrink 31/8 (or closest size)	each	1		R
23.4	Heat Shrink 56/18 (or closest size)	each	1		R
23.5	Heat shrink 75/22 (or closest size)	each	1		R
23.6	Heat shrink 115/34 (or closest size)	each	1		R
23.7	Zip sleeve heat shrink 56/18 (or closest size)	each	1		R
23.8	Zip sleeve heat shrink 75/22 (or closest size)	each	1		R
<b>24</b>	<b>Smalls</b>				
24.1	Insulation Tape Red	each	1		R
24.2	Insulation Tape White	each	1		R
24.3	Insulation Tape Blue	each	1		R

24.4	Insulation Tape Yellow	each	1		R
24.5	Plug 4x4 Double crab + cover	each	1		R
24.6	Plug 4x4 Single crab + cover	each	1		R
24.7	Plug 2x4 single crab + cover	each	1		R
24.8	4x4 ext. box steel	each	1		R
24.9	2x4 ext. box steel	each	1		R
24.10	2x4 light switch 1L crab + cover	each	1		R
24.11	2x4 light switch 2L crab + cover	each	1		R
24.12	2x4 light switch 3L crab + cover	each	1		R
24.13	PVC conduit 20mm	each	1		R
24.14	House wire 1,5mm (per roll)	each	1		R
24.15	House wire 2,5 mm (per roll)	each	1		R
24.16	House wire 4mm (per roll)	each	1		R
<b>25</b>	<b>Electrician Tools</b>				
25.1	Rechargeable Torch	each	1		R
25.2	Insulated Gloves 1000v	each	1		R

25.3	Socket sets up to 36mm	each	1		R
25.4	Baby Grinder	each	1		R
25.5	Big Grinder	each	1		R
25.6	Drill Bits Set Steel (4-13mm min)	each	1		R
25.7	Drill Bits Set Masonry (4-13mm min)	each	1		R
25.8	Spirit level	each	1		R
25.9	Pop rivet Gun	each	1		R
25.10	Measuring Tape (5m)	each	1		R
25.11	Battery Drill with spare battery	each	1		R
25.12	Hydraulic crimper (up to 185mm)	each	1		R
25.13	Core cutter	each	1		R
25.14	Cable cutter	each	1		R
25.15	Bi-metal hole saw kit (20mm to 50mm)	each	1		R
25.16	Heavy duty hacksaw	each	1		R
25.17	Utility knife	each	1		R
25.18	Claw hammer	each	1		R

25.19	Allen key set	each	1		R
25.20	Spanner set 8 to 22 combination	each	1		R
25.21	Socket sets 8 to 22 combination	each	1		R
25.22	Digital insulation tester	each	1		R
25.23	Duspol tester (line tester LT)	each	1		R
25.24	Step ladder 6 ft	each	1		R
25.25	Step ladder 8 ft	each	1		R
25.26	Step ladder 10ft	each	1		R
25.27	3 tray tool box Gedore (complete)	each	1		R
25.28	Electricians tools bag (basic electrician tools)	each	1		R
25.29	Banding tool	each	1		R
25.30	Banding strap 12mm	each	1		R
25.31	Banding strap 19mm	each	1		R
25.32	Banding buckles 12mm	each	1		R
25.33	Strap buckles 12mm	each	1		R
25.34	Strap buckles 19mm	each	1		R

25.35	Extension reel 30m	each	1		R
25.36	Works light	each	1		R
<b>26</b>	<b>Air conditioners</b>				
26.1	9000BTU split unit (inverter compress)	each	1		R
26.2	12000BTU split unit (inverter compress)	each	1		R
26.3	18000BTU split unit (inverter compress)	each	1		R
26.4	24000BTU split unit (inverter compress)	each	1		R
26.5	Universal aircon remote	each	1		R
<b>27</b>	<b>Generators (standby genset)</b>				
27.1	50 KVA 3 phase generator	each	1		R
27.2	80 KVA 3 phase generator	each	1		R
27.3	200 KVA 3 phase generator	each	1		R
<b>SUB TOTAL</b>					
<b>VAT</b>					
<b>TOTAL</b>					

**Specifications:**

## **Standby diesel Generator – Specifications 55kVA, 3 phase**

### **Key Specifications:**

Standby power:	55kVA at 230/400Volt @ 50Hz, 1500rpm
Prime power:	50kVA at 230/400Volt @ 50Hz, 1500rpm
Phase:	Three phase, four wire 230/400Volt
Canopy:	Silent, outdoor with lockable doors
ATS:	Automatic changeover with maintenance free batteries and trickle charger
Run times:	Long range diesel tank – min of 280L
Protection:	Four-way protection system
Stable output:	H-specification insulation, brushless alternator with AVR
Engine:	Four-cylinder 1500rpm water cooled diesel
Controller:	Digital with auto and manual start options
Warranty:	Minimum one year/1000 hour

### **Standard Genset Specifications:**

#### **Engine:**

- Diesel Engine (specify make)
- Four-cylinder water cooled
- Electronic fuel pump
- 24Volt DC starter and charge alternator
- Replaceable fuel filter, oil filter, dry element air filter
- Cooling radiator and fan
- Exhaust silencer
- Maintenance free battery including rack and cables

#### **Alternator:**

- Brushless, single bearing system, four poles
- Insulation class H with circuit breaker protection
- Standard degree of protection IP21
- Self-exciting and self-regulating
- Screen protected and drip proof
- Automatic voltage regulator

#### **Chassis:**

- The complete generator set is mounted as a whole on a heavy duty fabricated, steel base frame
- Steel chassis with anti-vibration pads
- Base frame incorporates an integral fuel tank
- The generator can be lifted or carefully pushed/pulled by the base frame

- Dial type fuel gauge on the fuel tank

#### **Canopy:**

- Ventilation parts designed with modular principals
- Weather resistant and lined with sound reduction foam
- All metal parts to be powder painted
- Panel window
- Lockable doors on each side
- Easy maintenance and operation
- Easy lifting and moving
- Thermally insulated engine exhaust system
- Exterior emergency stop button

#### **Control System:**

Control supervision and protection panel is mounted on the genset base frame. The control panel is equipped as follows:

##### **Auto mains failure control panel:**

- Control with (Smartgen) automatic transfer switch
- (Smartgen) electronic controller
- Emergency stop push button
- Static battery charger
- Four-pole electrically and mechanically interlocked ATS

##### **Generating set control module:**

- Module to monitor a mains supply and to automatically start a standby generating set
- Shutdown alarms
- STOP/RESET, Manual/auto start

##### **Metering via LCD display:**

- Mains volts (L-LL-N)
- Generator amps (L1, L2, L3)
- Generator frequency; generator (cos)
- Engine hours run; plant battery (volts)
- Engine speed (rpm)
- Engine temperature (°C)

##### **Automatic shutdown and fault conditions:**

- Under/over speed; fail to start
- High engine temperature; fail to stop
- Low oil pressure; charge fail
- Under/over generator volts; over current
- Under/over generator frequency; emergency stop
- Under/over mains frequency

- Under/over mains voltage
- Low/high battery volt

### **Standby diesel Generator – Specifications 80kVA, 3 phase**

#### **Key Specifications:**

Standby power:	80kVA at 230/400Volt @ 50Hz, 1500rpm
Prime power:	74kVA at 230/400Volt @ 50Hz, 1500rpm
Phase:	Three phase, four wire 230/400Volt
Canopy:	Silent, outdoor with lockable doors
ATS:	Automatic changeover with maintenance free batteries and trickle charger
Run times:	Long range diesel tank – min of 280L
Protection:	Four-way protection system
Stable output:	H-specification insulation, brushless alternator with AVR
Engine:	Four-cylinder (turbocharged) 1500rpm water cooled diesel
Controller:	Digital with auto and manual start options
Warranty:	Minimum one year/1000 hour

#### **Standard Genset Specifications:**

##### **Engine:**

- Diesel Engine (specify make)
- Four-cylinder water cooled (turbocharged)
- In-line fuel injection pump
- Fuel connection hoses and manual sump oil drain valve
- 12Volt DC starter and charge alternator
- Replaceable fuel filter, oil filter, dry element air filter
- Cooling radiator and fan
- Oil cooler
- Exhaust silencer
- Maintenance free battery including rack and cables
- Engine manual

##### **Alternator:**

- Brushless, single bearing system, four poles
- Insulation class H with circuit breaker protection
- Standard degree of protection IP21

- Self-exciting and self-regulating
- Screen protected and drip proof
- Automatic voltage regulator
- Stator winding with 2/3 pitch for improved harmonics

**Chassis:**

- The complete generator set is mounted as a whole on a heavy duty fabricated, steel base frame
- Steel chassis with anti-vibration pads
- Base frame incorporates an integral fuel tank
- The generator can be lifted or carefully pushed/pulled by the base frame
- Dial type fuel gauge on the fuel tank

**Canopy:**

- Ventilation parts designed with modular principals
- Weather resistant and lined with sound reduction foam
- All metal parts to be powder painted
- Panel window
- Lockable doors on each side
- Easy maintenance and operation
- Easy lifting and moving
- Thermally insulated engine exhaust system
- Exterior emergency stop button

**Control System:**

Control supervision and protection panel is mounted on the genset base frame. The control panel is equipped as follows:

**Auto mains failure control panel:**

- Control with (Smartgen) automatic transfer switch
- (Smartgen) electronic controller
- Emergency stop push button
- Static battery charger
- Four-pole electrically and mechanically interlocked ATS

**Generating set control module:**

- Module to monitor a mains supply and to automatically start a standby generating set
- Shutdown alarms
- STOP/RESET, Manual/auto start

**Metering via LCD display:**

- Mains volts (L-LL-N)
- Generator amps (L1, L2, L3)

- Generator frequency; generator (cos)
- Engine hours run; plant battery (volts)
- Engine speed (rpm)
- Engine temperature (°C)

#### Automatic shutdown and fault conditions:

- Under/over speed; fail to start
- High engine temperature; fail to stop
- Low oil pressure; charge fail
- Under/over generator volts; over current
- Under/over generator frequency; emergency stop
- Under/over mains frequency
- Under/over mains voltage
- Low/high battery volt

### **Standby diesel Generator – Specifications 200kVA, 3 phase**

#### **Key Specifications:**

Standby power:	80kVA at 230/400Volt @ 50Hz, 1500rpm
Prime power:	74kVA at 230/400Volt @ 50Hz, 1500rpm
Phase:	Three phase, four wire 230/400Volt
Canopy:	Silent, outdoor with lockable doors
ATS:	Automatic changeover with maintenance free batteries and trickle charger
Run times:	Long range diesel tank – min of 280L
Protection:	Four-way protection system
Stable output:	H-specification insulation, brushless alternator with AVR
Engine:	Four-cylinder (turbocharged) 1500rpm water cooled diesel
Controller:	Digital with auto and manual start options
Warranty:	Minimum one year/1000 hour

#### **Standard Genset Specifications:**

##### **Engine:**

- Heavy duty Diesel Engine (specify make)

- Six-cylinder water cooled (turbocharged)
- Electronic governor system
- Replaceable wet type cylinder liners
- In-line fuel injection pump
- Fuel connection hoses and manual sump oil drain valve
- 12Volt DC starter and charge alternator
- Replaceable fuel filter, oil filter, dry element air filter
- Cooling radiator and fan
- Oil cooler
- Exhaust silencer
- Maintenance free battery including rack and cables
- Engine manual

**Alternator:**

- Brushless, single bearing system, four poles
- Insulation class H with circuit breaker protection
- Standard degree of protection IP21
- Self-exciting and self-regulating
- Screen protected and drip proof
- Automatic voltage regulator/close voltage regulation
- Stator winding with 2/3 pitch for improved harmonics

**Chassis:**

- The complete generator set is mounted as a whole on a heavy duty fabricated, steel base frame
- Steel chassis with anti-vibration pads
- Base frame incorporates an integral fuel tank
- The generator can be lifted or carefully pushed/pulled by the base frame
- Dial type fuel gauge on the fuel tank

**Canopy:**

- Ventilation parts designed with modular principals
- Weather resistant and lined with sound reduction foam
- All metal parts to be powder painted
- Panel window
- Lockable doors on each side
- Easy maintenance and operation
- Easy lifting and moving
- Thermally insulated engine exhaust system
- Exterior emergency stop button

**Control System:**

Control supervision and protection panel is mounted on the genset base frame. The control panel is equipped as follows:

#### Auto mains failure control panel:

- Control with (Smartgen) automatic transfer switch
- (Smartgen) electronic controller
- Emergency stop push button
- Static battery charger
- Four-pole electrically and mechanically interlocked ATS

#### Generating set control module:

- Module to monitor a mains supply and to automatically start a standby generating set
- Shutdown alarms
- STOP/RESET, Manual/auto start

#### Metering via LCD display:

- Mains volts (L-LL-N)
- Generator amps (L1, L2, L3)
- Generator frequency; generator (cos)
- Engine hours run; plant battery (volts)
- Engine speed (rpm)
- Engine temperature (°C)
- GMS SMS signal
- Phase rotation

#### Automatic shutdown and fault conditions:

- Under/over speed; fail to start
- High engine temperature; fail to stop
- Low oil pressure; charge fail
- Under/over generator volts; over current
- Under/over generator frequency; emergency stop
- Under/over mains frequency
- Under/over mains voltage
- Low/high battery volt

## MINIATURE SUBSTATION

### 1. Scope

- 1.1 This specification covers the Departments minimum requirements for the selection, manufacture, testing and supply of outdoor type miniature substations. It is applicable to medium-voltage substations for systems with AC rated nominal voltages 12 kV. This specification covers Type B miniature substations requirements not exceeding 800 kVA.
- 1.2 The tests prescribed in this specification will evaluate the performance capabilities of medium-voltage miniature substations.
- 1.2 The provisions of NRS 004 miniature substation requirements must be adhered to have been adopted, in order to ensure that quality miniature substations are purchased.

### 2. Normative References

- 2.1 The following documents contain provisions that, through reference in the text, constitute requirements of this specification. At the time of publication, the editions indicated were valid. All standards and specifications are subject to revision, and parties to agreements based on this specification are encouraged to investigate the possibility of applying the most recent editions of the documents listed below.
  - 2.1.1 **NRS 004 (INT): 2000:** Mini-subst for rated A.C. Voltages up to and including 22kV.
  - 2.1.2 **CP-TSSPEC-006: 2002:** Specification for 22kV metal-enclosed Ring Main units for type B miniature substations.
  - 2.1.3 **NRS 068: 2002:** Cable earth fault indicators.
  - 2.1.4 **SABS 555: 1985:** Mineral insulating oil for transformers and switchgear (uninhibited).
  - 2.1.5 **NRS 053: 2000:** Accessories for Medium Voltage power cables (3, 8/6,6kV to19/33kV)

- 2.1.6 **SABS 1339: 2000:** Electric cable – Crossed-link polyethylene (XLPE) - insulated cable for voltages from 3, 8/6,6kV to 19/33kV.
- 2.1.7 **SABS 780: 1998:** Distribution transformers
- 2.1.8 **BS EN 50180: 1999:** Bushings above 1 kV up to 36 kV and form 250A to 3,15kA for liquid filled transformers

### **3. General**

- 3.1 The transformer shall be approved in writing by the Engineer.
- 3.2 No refurbished miniature - substations / 2nd hand will be accepted.
- 3.3 Only 500kVA TYPE B miniature substation shall be used.
- 3.4 The Mini Sub shall be complete with but not limited to the following, an 11kV/22KV Ring Main Unit with SF6 OR Vacuum breaker with self-power protection relay, a low loss wound distribution transformer, LV bus-bars, switchgear, small wiring, street light panel, contactors, Current Transformers etc.
- 3.5 It shall be suitable for use at an altitude of 1000m above mean sea level in an area of high summer rainfall, and high humidity with severe lightning conditions and light winter frost.
- 3.6 The main supply to the LV compartments shall be metered with appropriate CT's and meter as described elsewhere.
- 3.8 To comply with the relevant SANS specification

### **4. Enclosure**

- 4.1 The housing shall be rectangular in plan, approximately 3 meters long by 1, 2 meters wide (manufacturer's nearest standard). Colour shall be avocado code C 12.
- 4.2 The housing shall be of 2mm 3CR12 construction. The housing shall be erected on a rolled steel channel under base of 100 x 50mm, galvanised and Epoxy tar painted and shall be rigid, robust and completely self-supporting. All bolts and screws to be cadmium plated. The housing shall be so designed that it can be lifted off, complete with base frame, or lowered over a Ring Main Unit fixed to already connect HV cables.
- 4.3 The housing shall be vermin proof, dust and corrosion proof and shall protect the internal equipment from spray water or falling rain at an angle of 60 degrees to the vertical.
- 4.4 Adequate ventilation shall be provided to prevent the build-up of condensation or heat in any compartment, including driver of the miniature substation.

- 4.5 The housing shall be divided to approval into four separate compartments for HV Switchgear, transformer, LV main circuit breaker and transformer accessories, LV Switchgear, busbar and metering. The switchgear compartment: IP 66 shall be provided with an approved hinged locking access doors. These doors shall exert uniform pressure at all points on the gasket when the door is closed and shall be adequately sized for the operation and maintenance of the equipment installed therein. All doors shall open from the outside. The locking handle on each door shall be such as to accept the Council's standard substation padlocks.

### **5. Cleaning and painting**

- 5.1 The metal shall be degreased and shot blasted to remove all dirt, scale or blemishes. It shall be powder coated in an approved fashion with one coat zinc chromate primer and two coats of scratchproof, weatherproof enamel, both on the inside and outside of the unit. The instrument/circuit breaker panel shall be painted white inside and the outside, including the roof, avocado green to SABS specification.

### **6. Transformer (to SABS 780/1979)**

- 6.1 The low loss transformer shall be of the indoor oil immersed type, filled with oil to SABS 555-1959, and shall be tested before the filling and dispatch of the transformer.
- 6.2 The winding shall be of plain annealed copper or copper foil and the connections shall be of plain annealed copper conductors adequately insulated and braced to maintain clearances between other windings and between live parts and other metal parts when subjected to short circuit or earthed conditions, and to be free of vibration in normal service and during transport.

### **7. General Specifications**

- 7.1 Noise levels shall not exceed those laid down in SABS 780
- 7.2 Voltage Ratio: 6.6KV and 11KV/420V/242V dual ratio – open terminal with earthed neutral
- 7.3 Voltage Ratio: 22KV/420V/242V – open terminal with earthed neutral
- 7.4 Vector group: Dyn 11
- 7.5 Tapping's on HV Windings  $\pm 2,5\%$  and  $\pm 5\%$
- 7.6 Tapping Adjustment: By means of externally operated, off load lockable tap switch
- 7.7 The transformer shall be fitted with indoor bushings and terminal adapters suitable for the number and size of connections, both HV and LV cabling.

- 7.8 The tank shall be of the sealed non-breathing type incorporating 20% free space above the oil.
- 7.9 The transformer compartment shall be removable without disturbing HT or LT cabling.

## **8. High Voltage Equipment**

- 8.1 The high voltage equipment shall incorporate a Ring Main Unit rated 630A, 350 MVA for 3 seconds or similar equipment approved in writing by the Engineer, fitted with a suitable bracket with wooden clamping blocks, below terminals of switchgear, to clamp and support up to 185 mm<sup>2</sup> PILCDSTA cable for a SF6 or Vacuum breaker. The unit shall incorporate cable earthing device and cable test connections behind and interlocked safety cover.
- 8.2 Test certificates to BS 116 and 3941 shall be provided for each unit.
- 8.3 Marking of conductors and terminals of power and secondary circuit to show phase sequence shall comply with BSS 158-1968. Busbar connections and risers shall be air insulated to BSS 169-1957.
- 8.4 Clearance from phases to earth and between phases to BSS 162.
- 8.5 The Ring Main Unit shall face the housing to the front same as the LT equipment.

## **9. Low Voltage Equipment**

- 9.1 Bus-bars connections and risers suitably colour coded, shall be air insulated and conform to the latest SABS specification or failing that, the BSS 159 shall apply. Clearances between phases and phase to earth shall be adequate and busbar support insulators shall be of porcelain or epoxy resin moulding.
- 9.2 All connections from bus-bars shall be supported on insulators to maintain adequate spacing, and shall, like the bus-bars be of copper.
- 9.3 A LV Main Circuit Breaker 800A (3) pole LY603 MCCB suitably rated (for a 500KVA mini-sub) shall be fitted for protection between the LV transformer terminals and the LV busbar. All cable terminals shall be provided with lugs appropriate to the cable, bolts, nuts, plain washers and locknuts. This provision will be in the same compartment as the tap changer, oil purification outlets, sight glass, etc. off the transformer.
- 9.4 The main LV breaker and its terminals will be covered by a suitable, tough, venting, heat and explosive resistant clear cover.
- 9.5 Outgoing circuits shall be provided for as follows:

- 9.5.1 All terminations shall be fixed to suitable terminations. The gland plate is to be mounted to a rail to allow positioning of the gland plate as required. The rail shall be so positioned that the hole in the gland plate for the cable is in line with the terminations of the circuit breaker, and shall be mounted to the top of the under base. The rail shall be of rugged construction to allow for the secure mounting of the gland plate.
- 9.5.2 All gland plates shall be drilled, treated and suitably
- 9.5.3 Covered. Four gland plates with the following hole sizes shall be provided; 63 mm diameter for 500 KVA. One gland plate with four 25mm diameter holes shall be provided for streetlight cables. One gland plate with one 20 mm diameter hole shall be provided for the day light switch cable.
- 9.5.4 The mounting rack for outgoing feeder circuit breakers shall be drilled for four CBI L20B 150-600A circuit breakers.
- 9.5.5 In the metering section there shall be provision for future installation of six British Standard Footprint meters and future installation of three 10 VA current transformers for each meter shall be provided for at the busbar or below the circuit breaker on a 3CR 12 mounting plate. This shall be a hinged panel.
- 9.5.6 Streetlight equipment shall be provided for, to the right on the mounting rack mentioned: 3 x 80A 230V (single phase) Municipal kWh meters as described elsewhere, AC1 contactor as described elsewhere, 3 phase circuit breaker, CBI LB20B 415 V 20 kA 100 Amp (no fuses), photocell and by-pass switch for 3ph streetlight circuit, no fuses. The leads shall be taken to suitable connector blocks from where it may be taken to secondary circuit breakers. Provision for installation (clip tray / DIN rail) for secondary circuit breaker shall be provided.

## **10. Metering**

- 10.1 All metering shall be done on the low voltage or else approved in writing by the Engineer.

## **11. Cable terminations & entries**

- 11.1 All cable entries shall be from below and cable terminals shall be provided with lugs appropriate to the cable specified, bolts, nuts, plain washers and locknuts. These terminals shall be located within 150mm of the cable boxes or gland plates and approved copper riser connections shall be provided between the terminals and the circuit breaker.

- 11.2 The armouring of all cables shall be earthed to the main earth busbar together with the bare copper earth conductor specified with that cable. All cables shall be terminate by means of a glad to a gland plate. This bare copper conductor shall be of the same cross section areas as the one laid with the cable and shall be connected to the earth busbar.

## **12. Socket outlet(16 AMP)**

- 12.1 One 16 a 1 phase socket outlet shall be installed in the LV compartment and shall be protected by a suitable circuit breaker (20 KA rating as CBI fd25 20 amp) and earth leakage unit as prescribed by the code of practice SANS 10142-1. All live connections will suitably covered as in terms of the said code of practice.

## **13 Earthing in substation**

- 13.1 An approved copper earth bar not less than 25mm x 3mm in section shall be provided along the entire length of the miniature substation internally, to which all metal parts of switchgear, transformer and cable end box glands shall be connected.
- 13.2 The earth bar shall be drilled at each end and fitted with a 10mm diameter brass terminal bolt, nut and locknut. The earth bar shall be fitted with a removable link between the HV and LV compartments.

## **14. Testing**

- 14.1 The supplier shall supply copies of all test certificates covering works tests to SABS or to the relevant BSS where not provided for by the SABS.

**Note: The general specification remains the same for all sizes (315KVA, 500KVA, 800KVA) and voltages (6.6KV, 11KV, 22KV) as per BOQ above, however Circuit breaker sizes and KA ratings should be considered accordingly.**

**THE NATIONAL TREASURY**

**Republic of South Africa**



**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](http://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** 5.1 The supplier shall not, without the purchaser's prior written consent, **contract** disclose the contract, or any provision thereof, or any specification, **documents** plan, drawing, pattern, sample, or information furnished by or on **and** behalf of the purchaser in connection therewith, to any person other **information**; than a person employed by the supplier in the performance of the **inspection**. 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** 7.1 Within thirty (30) days of receipt of the notification of contract award, **security** 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** 21.1 Delivery of the goods and performance of services shall be made by **supplier's** the supplier in accordance with the time schedule prescribed by the **performance** 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** 23.1 The purchaser, without prejudice to any other remedy for breach of for default 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** 24.1 When, after the date of bid, provisional payments are required, or antiand countervailing dumping or countervailing duties are imposed, or the amount of a **duties and rights** 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** 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the **Majeure** 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** 26.1 The purchaser may at any time terminate the contract by giving written **for insolvency** 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** 27.1 If any dispute or difference of any kind whatsoever arises between the **Disputes** 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** 29.1 The contract shall be written in English. All correspondence and other language documents pertaining to the contract that is exchanged by the parties shall also be written in English.

**30. Applicable** 30.1 The contract shall be interpreted in accordance with South African law 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** 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the

32.2 A local supplier shall be entirely responsible for all taxes, stamp 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 clearance certificate is not in order. Prior to the award of a bid the Department of Revenue Services 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 a NIP obligation.

purchaser's  
country.

**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 Prohibition of 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. Js General Conditions of Contract (revised July 2010)