



TERMS OF REFERENCE

IDT SOCIAL FACILITATION PANEL OF SERVICE PROVIDERS

INVITATION TO BID TO BE IN A PANEL OF SOCIAL FACILITATION SERVICE PROVIDERS IN THE INDEPENDENT DEVELOPMENT TRUST (IDT) FOR THE FREE STATE, MPUMALANGA, NORTHERN CAPE, NORTH WEST, AND WESTERN OFFICES TO PROVIDE SOCIAL FACILITATION SERVICES IN THE IDT SOCIAL DEVELOPMENT AND SOCIAL INFRASTRUCTURE DEVELOPMENT PROGRAMME FOR A PERIOD OF THREE YEARS BID NO. IDTSF2023/TNDR-0002

TENDER CLOSING DATE: 20/06/2023

TENDER CLOSING TIME: 12:00

Name of Bidder:.....

CSD Number:

CIDB Grade:.....

ISSUED BY:

THE INDEPENDENT DEVELOPMENT TRUST (IDT)

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1.1 BRIEFING SESSION:

No compulsory briefing session for the tender. However, all queries relating to the bid can be directed via mail or telephone to **SFTenders@idt.org.za** attention of Pelly Mashele.



BID NO. IDTSF2023/TNDR-0002

PROJECT: IDT PANEL OF SOCIAL FACILITATION (36 MONTHS)

A CALL FOR SOCIAL FACILITATION SERVICE PROVIDERS TO SHOW INTEREST TO BID TO BE ON A PRE-APPROVED PANEL OF THE IDT SOCIAL FACILITATORS.

The Independent Development Trust (IDT) invites suitably qualified Service Providers to bid for appointment into the IDT pre-approved panels of Social Facilitators to provide Social Facilitation Services in the IDT Social and Infrastructure Development Programs for a period of 36 months.

The closing date and time for the bid is the 20 of June 2023 at 12:00.

1.2 MANDATORY RETURNABLE DOCUMENTS

1. Company Registration Documents (CIPC)
2. Tax Compliance Pin
3. Fully completed and signed SBD 1 and SBD 4 forms
 - SBD1: Invitation to bid
 - SBD4: Bidders' Declaration

- Note:**
- (i) Failure to submit the above-required documents shall result in disqualification of the bid.
 - (ii) If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
 - (iii) If any of its Directors is listed on the Register of Defaulters shall result in disqualification of the bid.
 - (iv) In the case of a Bidder, who during the last ten (10) years has been Terminated on Previous Contracts with the IDT shall result in disqualification of the bid.

The IDT will assess all bids received based on its procurement policy in the event that information is required from the bidder/s, the IDT reserves its rights to request the

information which shall be submitted within seven (7) working days from request and failure to submit will result in disqualification.

Only bidders who are competent in the advertised work and who have achieved the minimum functionality threshold will be eligible to form part of the panel of IDT Social Facilitation.

Evaluation Criteria

FUNCTIONALITY AREAS	WEIGHT
Relevant Qualifications	20
Proof of relevant experience in Social Facilitation in construction projects of the director	30
Proof of Competence and Capacity of the Company	30
Track Record	20

Only bidders who obtain **60 points** or higher on the functionality threshold will qualify for further evaluation and be eligible to form part of the IDT Social Facilitation panel.

Tender documents may be downloaded from the IDT's website as follows: **www.idt.org.za** and on the e-tenders' portal; **www.etenders.gov.za** from 24 May 2023

Tenders must only be submitted on the tender documentation that is downloaded from the stipulated websites.

The retyping of the tender document is not permitted.

All SCM and Technical inquiries relating to this bid must be directed to **SFTenders@idt.org.za** attention of Pelly Mashele for Technical matters and Qaphela Ntshobane for SCM matters during office hours.

On submission of Tender documents, the bidder must submit a signed original bid document in hard copy.

Requirements for sealing, addressing, delivery, opening, and assessment of bids are as stated in the Tender Data. (Refer to Section T1.2).

The bid closing date is the **20 June 2023** at the IDT five (5) Regional Offices (specified in the table below) by **no later than 12:00 PM**. **Only tenderers that are based and have offices in the targeted provinces are allowed to tender. The physical addresses of the respective IDT Regional offices where tender documents are expected to be submitted are:**

REGIONS / PROVINCE	PHYSICAL ADDRESS
FREE STATE	National Department of Public Works and Infrastructure, Ground Floor, 18 President Brand Street, Bloemfontein Central, Bloemfontein, 9301.
MPUMALANGA	IDT OFFICE, Absa Square Building, Cnr Samora Machel Drive & Paul Kruger, 20 Paul Kruger ST, Mbombela, Mpumalanga.
NORTHERN CAPE	IDT Office, Old Magistrate Court, 21_23, Market Square, Kimberley 8301.
NORTH WEST	IDT Office, 4071 Joules Street, Industrial Site, MAHIKENG, 2745
WESTERN CAPE	IDT 14 TH Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001

Telegraphic, telephonic, telex, facsimile, e-mail and late bids **WILL NOT** be accepted

1.3 DESCRIPTION OF SERVICE

The Independent Development Trust (IDT), listed in terms of the Public Finance Management Act (PFMA) as a Schedule 2 entity, is mandated to provide social infrastructure delivery management services as a contribution to the national development agenda. The entity delivers social infrastructure through a participatory approach leaning towards people-centeredness and incorporates the empowerment of historically vulnerable groups in its development efforts and performance indicators.

Social facilitation is a process through which projects or programs are designed, initiated, and implemented from beginning to end with the full participation of all affected and interested key stakeholders. The idea is to ensure that interventions are locally owned and desired outcomes are planned and achieved in a sustainable manner.

Social facilitation is thus not only, or even primarily, about assuring that the community is consulted about infrastructural development, but rather about establishing processes through which the community or stakeholders can create meaningful, ongoing change, with the assistance and collaboration of the IDT. Social facilitation is a powerful process of uniting and influencing communities and stakeholders, government and other interest parties leading to the creation of viable strategies for the fulfilment of local needs and aspirations. In summary, the key objectives of social facilitation include the following:

- Mobilise communities or key stakeholders around programs and projects for their support and participation.
- Empowers and informs local structures about the program/project to reduce incidents of conflict.
- Fulfil people's democratic rights by empowering communities to actively participate and take ownership of their development.
- Create an enabling environment for the effective implementation of the infrastructure projects at a community level.
- Facilitate the creation of networking, and partnership establishment to maximize the impact and sustainability of programs.
- Promotes the processes of strengthening of local resources, localization, and beneficiation.
- Fosters partnerships and enhances community capacity to: create sustainable jobs; increase social capital; strengthen strategic planning.
- Create a conducive environment for all stakeholders to ensure development integration, Impact and smooth implementation of programs.

1.3.1 Key activities of Social Facilitation in Programme and Project Management

Social facilitation is expected to play a more prominent and greater role in the way IDT implements and delivers programs. The role of Social Facilitation services in IDT Social Infrastructure projects shall include the following Key cross-cutting activities:

1. Development of a social facilitation plan with a clear scope of delivery;
2. Community profiling and baseline study;
3. Stakeholders engagement and IDT social infrastructure landing;
4. Project implementation;
5. Establishment and capacity building of the local structures (Project Steering Committee and the Community Liaison Officer);
6. Establishment of local labor and enterprise databases;
7. Project monitor and facilitation of consideration of social and economic developmental imperatives;
8. Mitigation of project risks and continuous stakeholder management;
9. Final Social Facilitation report.

PART 2: PROGRAMME EVALUATION CRITERIA

2.1 MANDATORY REQUIREMENTS/DOCUMENTATION

1. Company Registration Documents (CIPC)
2. Tax Compliance Pin
3. Fully completed and signed SBD 1 and SBD 4 forms
 - SBD1: Invitation to bid
 - SBD4: Bidders' Declaration

Note: Failure to comply with the above requirement will result in automatic disqualification of your bid.

- (i) Failure to submit the above-required documents shall result in disqualification of the bid.
- (ii) If any of the Directors are in the Employment of the State shall result in disqualification of the bid.
- (iii) If any of its Directors are Listed on the Register of Defaulters shall result in disqualification of the bid.
- (iv) In the case of a Bidder, who during the last ten (10) years has been Terminated on Previous Contracts with the IDT shall result in disqualification of the bid.

2.2 FUNCTIONALITY CRITERIA:

Only bidders who are competent in the advertised work and who have achieved the minimum functionality threshold will be eligible to form part of the panel of IDT Social Facilitation.

FUNCTIONALITY AREAS	WEIGHT
Relevant Qualifications	20
Proof of relevant experience in Social Facilitation in construction projects of the director	30
Proof of Competence and Capacity of the Company	30
Track Record	20

Only bidders who obtain 60 points or higher on the functionality threshold will be eligible to form part of the IDT Social Facilitation panel.

2.3 FUNCTIONALITY EVALUATION

The IDT will assess all bids received based on its procurement policy in the event that information is required from the bidder/s, the IDT reserves the right to request the information which shall be submitted within seven (7) working days

The table below presents the scorecard for the evaluation of the bid.

VARIABLES	TOTAL POINTS	CRITERIA	DESCRIPTION OF CRITERIA	POINTS
<u>FUNCTIONALITY POINTS</u>	100			
<u>Relevant Qualifications</u>	20	Postgraduate qualification in Development Studies, planning, or community/social facilitation.	Points allocated for possession of relevant qualifications: Degree, National Diploma and National Certificate	20
		Degree in community development/social facilitation related		15
		National Diploma in community development/social facilitation related.		10
Proof of relevant experience in Social Facilitation in construction projects of the director	30	10 years and above experience	Points allocated for possession of relevant experience by the director:	30
		6-9 years' experience		20
		2-5 years' experience		10
		1 years' experience		05
Proof of Competence and Capacity of the Company	30	Company profile and 2 Relevant Appointment letters	Points allocated for submission of company profile and relevant appointment letters of relevant projects.	30
		Company Profile and 1 Relevant Appointment letter		20
		Company profile		10
Track Record	20	3 Reference Letters on completed projects	Points allocated for previous client references and submission in relation to nature of work. Reference letters must be based on the completed projects use under the "Proof of construction experience"	20
		2 Reference Letters on completed projects		15
		1 Reference Letter on completed projects		05
		0 Reference Letter		0

Bidders are required to score a minimum of 60 points in Functionality to qualify to be considered in the panel of Social Facilitation.

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	IDTSF2023/TNDR-0002	CLOSING DATE:	20 JUNE 2023	CLOSING TIME:	12:00 PM
DESCRIPTION	IDT SOCIAL FACILITATION PANEL OF SERVICE PROVIDERS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
FREE STATE: National Department of Public Works and Infrastructure, Ground Floor, 18 President Brand Street, Bloemfontein Central, Bloemfontein, 9301					
MPUMALANGA: IDT OFFICE, Absa Square Building, Cnr Samora Machel Drive & Paul Kruger, 20 Paul Kruger ST, Mbombela, Mpumalanga.					
NORTHERN CAPE: IDT Office, Old Magistrate Court, 21_23, Market Square, Kimberley 8301.					
NORTH WEST: IDT Office, 4071 Joules Street, Industrial Site, MAHIKENG, 2745.					
WESTERN CAPE: IDT 14 TH Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mr. David Motsatse		CONTACT PERSON	Pelly Mashele	
TELEPHONE NUMBER	012 845 2000		TELEPHONE NUMBER	012 845 2000	
FACSIMILE NUMBER			FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	SFTenders@idt.org.za				
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					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<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 THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	

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 BELOW.

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....

T2.1 LIST OF RETURNABLE DOCUMENTS

List of returnable documents are for ensuring that everything the employer requires a tenderer to submit with his tender is included in, or returned with, his tender submission. Tick below if returnable document is attached or completed properly.

Clause number	BID DATA FOR: IDT SOCIAL FACILITATION PANEL OF SERVICE PROVIDERS FOR A PERIOD OF THREE YEARS AT THE INDEPENDENT DEVELOPMENT TRUST-- BID NUMBER: IDTSF2023/TNDR-0002
<p>F.3.13</p> <p>F.3.13.1</p>	<p>Acceptance of Bid Offers</p> <p>Bid offers will only be accepted if:</p> <ul style="list-style-type: none"> a) the bidder or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; b) the bidder has not: <ul style="list-style-type: none"> i) abused the Employer's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given written notice to this effect; c) the bidder has completed the Declaration of Interest and there are no conflicts of interest that may impact the bidder's ability to perform the contract in the best interests of the employer or potentially compromise the bid process and persons in the employ of the state are not permitted to submit tenders or participate in the contract; d) The bidder has completed the Compulsory Supplier Questionnaire (optional) - Contractors and there are no conflicts of interest which may impact on the bidder's ability to the contract in the best interests of the employer or potentially compromise the bid process e) The bidder and all its directors are South African Citizens.
<p>F.3.14</p>	<p>Notice to Unsuccessful Bidders</p> <p>Should bidders not hear from the IDT within ninety (90) calendar days of closure, they should consider their submission unsuccessful. Award will be posted on I-tender within CIDB website within 21 days of award otherwise. No written notification directed to each bidder will be issued by the Employer to unsuccessful bidders.</p>
<p>F.2.8</p>	<p>Seek clarification</p> <p>Request clarification of the bid documents if necessary by notifying the employer at least five (5) working days before the closing Date stated in the bid data</p>
<p>F.3.18</p>	<p>Provide Copies of the Contract</p> <p>The number of paper copies of the signed contract to be provided by the employer is one.</p>

#	LIST OF RETURNABLE DOCUMENTS	TICK IF ATTACHED
T2.1.	Company Registration Documents (CIPC)	
T2.1.	Tax Clearance Certificate or unique pin	
T2.1.	Parties Cancelled Cheque or Original Letter From Bank	
T2.1.	Copy of a Letter of Good standing with Compensation For Occupational And Injuries Diseases Act (COIDA) Registration Certificate	
T2.1.	Certificate of Authority For Signatory	
T2.1.	Letters of Appointment, and Relevant Completion Certificates	
T2.1.	Copies of qualifications of director/s	
T2.1.	Client References	
T2.1.	Key Personnel	

T2.1 Company Registration Documents (CIPC)

T2.1 Tax Clearance Certificate or unique pin

T2.1 Parties Cancelled Cheque or Original Letter From Bank

**T2.1 Copy of a Letter of Good standing with Compensation
for Occupational And Injuries Diseases Act (COIDA)
Registration Certificate**

T2.1 Certificate of Authority For Signatory

T2.1 Letters of Appointment, and Relevant Completion Certificates

T2.1 Copies of qualifications of Director/s

T2.1 Client References

T2.1 Key Personnel / Resources

TERMS AND CONDITIONS

This Invitation to bid has been compiled by the IDT. It is being made available, on the same basis, to all bidders. Bidder's response to this invitation will be deemed to be on the basis that they acknowledge and accept the terms set out below:

- The Bidder's attention is specifically drawn to the fact that appointment to the Social Facilitation Panel does not mean the bidder is immediately awarded work from the IDT.
- IDT reserves the right to subject Bidders and their facilities to assessment as part of the evaluation process or as a condition to be appointed.
- The IDT reserves the right to amend, modify or withdraw this Invitation to bid or amend, modify or terminate any of the procedures or requirements set out herein at any time and from time to time, without prior notice and without liability to compensate or reimburse any person.
- Neither the IDT nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparing or submitting bid documents in response to the Invitation to bid.
- Any material change in the control and/or composition of any ownership or any core member of a company after submission of a bid document, shall require the prior written approval of the IDT, and any failure to seek such approval from the IDT shall result in the IDT being entitled, in its sole discretion, to exclude the relevant bidder from any further participation in the bidding process. The IDT shall be the sole arbiter as to what constitutes a "material change in the control and/or composition of any bidder, and as to what constitutes a "core member of a bidder for purposes of such approval. Any request for such approval shall be made to the IDT in writing and shall provide sufficient reasons and information to allow the IDT to make a decision. The IDT reserves the right to accept or reject any such request for approval in its sole discretion
- Any requirement set out in this bid document that stipulates the form and/or content of any aspect of a bid, is stipulated for the sole benefit of the IDT, and save as expressly stated to the contrary, may be waived by the IDT in its sole discretion at any stage in the bidding process.
- The IDT and its advisors may rely on this process as being accurate and comprehensive in relation to the information and proposals provided therein by the Bidders.
- All bid documents submitted to the IDT will become the property of the IDT and will as such not be returned to the bidders. Proprietary information should be identified as such in each proposal.

- If the IDT amends these references, the amendment will be sent to all bidders in writing. No oral amendments by any person will be considered or acknowledged.
- This document must be used solely for the purpose it is intended to achieve.

SBD 4 BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. BIDDER'S DECLARATION

2.1 Is the bidder, or any of its directors/trustees/shareholders/members/partners or any person having a controlling interest¹ in the enterprise, employed by the state? YES/NO

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES/NO

2.2.1 If so, furnish particulars:
.....

2.3 Does the bidder or any of its directors/trustees/shareholders/members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES/NO

2.3.1 If so, furnish particulars:

3. . DECLARATION

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

3.1 I have read and I understand the contents of this disclosure;

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

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

DECLARATION

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

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

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

.....
Signature	Date

.....
Position	Name of bidder

BRIEFING SESSION

There will be no briefing session for the tender. However, all queries relating to the bid can be directed via e-mail to: **SFTenders@idt.org.za** attention of Pelly Mashele for Technical matters and Qaphela Ntshobane for SCM matters during office hours.

All bids must be submitted to the Respective IDT Regional Offices at the following physical addresses:

Free State: National Department of Public Works and Infrastructure, Ground Floor, 18 President Brand Street, Bloemfontein Central, Bloemfontein, 9301

Mpumalanga: IDT OFFICE, Absa Square Building, Cnr Samora Machel Drive & Paul Kruger, 20 Paul Kruger ST, Mbombela, Mpumalanga

Northern Cape: IDT Office, Old Magistrate Court, 21_23, Market Square, Kimberley 8301.

North West: IDT Office, 4071 Joules Street, Industrial Site, MAHIKENG, 2745.

Western Cape: IDT 14TH Floor, Customs House Heerengracht Street, Foreshore, Cape Town, 8001.

GENERAL

BID INFORMATION

Type: Open Advertised Bidders

Bid Documents will be available from: Tuesday the 24 May 2023

Bid Closing: 20 June 2023 @12:00PM

The Bid Advert and Documents will be available on:

- National Treasury e-Tender portal and
- IDT Website.

Bid Documents to be Produced: Electronic Download only

Validity Period: N/A

Contract period: 36 months

Bidders' queries will be attended to only up to 7 Calendar days before the closing date.

Unsuccessful Bidders will not be notified.

If you do not receive any response from IDT regarding this bid after 4 months from the closing date, please consider your bid unsuccessful.