



REQUEST FOR WRITTEN PRICE QUOTATION

Date: 11 February 2026

Kindly furnish us with a written quotation for the provision of Facilitation of Food Safety Training for two (2) days in Lusikisiki.

REQUEST FOR QUOTATION DESCRIPTION	PROVISION OF FOOD SAFETY TRAINING FOR 2 DAYS IN LUSIKISIKI
ENQUIRY NUMBER	RFQ00011/2026
COMPULSORY BRIEFING SESSION	N/A
CLOSING DATE:	20 February 2026
CLOSING TIME:	12H00
RFQ CONDITION	<ul style="list-style-type: none">✓ Late responses will not be accepted✓ Quotation should be valid for 90 days✓ Government Procurement General Conditions of Contract July 2010
VUVUZELA FRAUD HELPLINE <i>Report all unethical behaviour on Advance Call anonymous toll-free hotline:</i>	
Hotline Name:	ECDC Ethics & Fraud Hotline
Contact Number:	0800 116 665
Fax Number:	0867 261 681
Dedicated Email Address:	ecdc@thehotline.co.za
SMS Number:	30916
Free Post	PO Box 10512, Centurion, 0046
Website Link	https://www.thehotline.co.za/report
Chat	https://www.thehotline.co.za/report

1. SCOPE OF WORKS:

Eastern Cape Development Corporation (ECDC) wishes to engage a competent service provider for the **Facilitation of Food Safety Training as follows:**

Date: February 2026 – Envisage date is month end of February 2026. ECDC will communicate the final date with successful service provider
Venue: Lusikisiki
Number of Participants: 20 Participants

1.1. THE FOLLOWING ITEMS MUST BE COVERED DURING TRAINING:

- ✓ Define Hazard Analysis and Critical Points (HACCP)
- ✓ Discuss seven principles of HACCP
- ✓ Discuss the food chain
- ✓ Discuss food safety
- ✓ Discuss food hazards
- ✓ How to do a food safety hazard analysis
- ✓ Food safety policies and procedures
- ✓ How to introduce HACCP into your organization by identifying, preventing and controlling food safety hazards
- ✓ Discuss HACCP management systems methodology
- ✓ How does a HACCP plan consist of?

1.2. IMPORTANT NOTE:

- ✓ Bidder to provide all training material to be used for training.
- ✓ All training manuals to be in line with SAQA
- ✓ Training to be conducted in both XHOSA and ENGLISH
- ✓ After the training, Bidder is to provide certificates of attendance for the participants, with ECDC logo and Bidder's company logo (ECDC logo is found on the top right of the RFQ, however Bidder can contact the project manager for the logo).
No assessment is required.
- ✓ **Travel and accommodation arrangements will be for the expense of the Bidder.**

1.3. ELIGIBILITY TO SUBMIT A QUOTE

a) Experience and Track Record

- Bidder to have a **MINIMUM of two (2) years of experience** on Food Safety Training. Bidder to submit company profile indicating 2 years' experience on Food Safety Training,
- Bidder to have conducted at least three (3) Food Safety trainings. Bidder to submit as a proven record, with the RFQ **at least three (3) signed reference letters** from previous clients indicating that they have conducted Food Safety Training and that it was satisfactory (or equivalent).
- ECDC reserve the right to verify the aforesaid experience and track records to authenticate its legitimacy.

b) Accreditation

- Bidder **MUST** be **accredited with Quality Council for Trades and Occupations (QTCO) (Food Bev).**
- Bidder to attach a certificate as a proof that they are accredited with QTCO (FoodBev)

2. PROCEDURE FOR EVALUATION

This Request for Quotation is subject to the Preferential Procurement Policy Framework Act (PPPFA), 2000, and the Preferential Procurement Regulations as applicable to provincial government business enterprises as listed under schedule 3(d) of the Public Finance Management Act and the ECDC Procurement Policy as amended from time to time.

Evaluation Criteria

All submitted quotations will be evaluated as follows:

Stage 1 Pre-Qualification	Service Providers are to meet all the Mandatory Requirements in order to be evaluated further. Failure to submit the Mandatory Requirements as required will result in the bid being disqualified.
Stage 2 Preferential Procurement points:	<p>Preferential Procurement points:</p> <p>In accordance with the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, the 80/20 Preference Point System shall apply to responsive price quotations and tenders/bids with a Rand value equal to, or above R2 000 and up to a Rand value of R50 000 000.00 inclusive of all applicable taxes.</p> <p>Joint Venture Preference Points Calculation (See Treasury Circular 02 of 2023/2024)</p> <p>For bidding purposes, a joint venture or consortium means an association of two or more individuals and/or individual business entities for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.</p> <p>When evaluating bids of joint ventures/consortia, preference points must be allocated proportionately for such bidders in terms of their attributes or qualification for the relevant specific goal that is being scored, subject to the joint venture/consortium submitting the relevant proof of substantiation of points claimed as stipulated in the bidding documents. The points scored for the specific goals must then be added to the points scored for price and rounded off to the nearest two decimal points.</p>

STAGE 1 PRE-QUALIFICATION MANDATORY REQUIREMENTS Description	Mandatory Requirement	Disqualification if not submitted with RFQ or Bidder is found to be Non-Compliant at the Time of Bid Close
<p>1. Bidders must be registered on the National Treasury Central Supplier Database (CSD). The following information will be verified on the National Treasury Central Supplier Database:</p> <ul style="list-style-type: none"> • CSD Active Status – ECDC will verify whether the Bidder is registered on CSD including as to whether the Supplier Status of the Bidder is Active on CSD). <ul style="list-style-type: none"> - Where the Supplier Active Status is Inactive by the time of bid/RFQ closing date and time, the Bidder will be disqualified. - Where the Bidder is not registered on CSD by the time of bid/RFQ closing date and time, the Bidder will be disqualified and will not be evaluated further - Service Provider to submit CSD Number as required in the Cover Page. It is the responsibility of the Service Provider to ensure that the correct CSD Number is provided. • Business Registration including details of directorship and membership, - The bidders' Business Registration Status will be verified on the CSD prior to the bid award and where the preferred bidder's status is under deregistration, 7 working days will be granted for remedy, failing which the bidder will be disqualified. • ID Number, • Government Employee • Tender Defaulting and Restriction Status. Should the Tender be a restricted supplier or a defaulting supplier they will be disqualified. <p><u>Onus on the Service Provider</u> Onus is on the Service Provider to make sure that all the above are active and compliant on the CSD at the time of bid closing and tender award.</p> <p><u>Directors/Employees in the Service of State</u> Bids from persons in the service of the state, or companies with directors who are persons in the service of the state, will not be considered for doing business with the state as stated below:</p> <ul style="list-style-type: none"> a) Regulation 13(c) of the Public Service Regulations, 2016 provides that an employee shall not conduct business with any organ of state or be a director of a public or private company conducting business with an organ of state unless such employee is in an official capacity a director of a company listed in schedule 2 and 3 of the Public Finance Management Act. b) The regulation further, prohibit an employee from registering on the National Treasury Central Supplier Database (CSD) as an individual, owner of a company or director of a public or private company unless such employee is in an official capacity a director of a company listed in schedule 2 and 3 of the Public Finance Management Act. c) ECDC reserves the right to verify such information from their AO/AA <p><u>JV's and Consortium</u> Where the Bidder is a JV/Consortium, each firm must be registered on</p>	<p>Yes</p>	<p>Yes</p>

STAGE 1 PRE-QUALIFICATION MANDATORY REQUIREMENTS		Mandatory Requirement	Disqualification if not submitted with RFQ or Bidder is found to be Non-Compliant at the Time of Bid Close
Description			
2.	Tax Compliance Requirements: <ul style="list-style-type: none"> Bidders must ensure compliance with their tax obligations. In Bids/RFQ where Consortia/Joint venture/Sub-Contractors are involved, each party must submit a separate proof of Tax Compliance Status. The bidders' Tax status will be verified on the CSD prior to the bid award and where the preferred bidders is not compliant, 7 working days will be granted for remedy, failing which the bidder will be disqualified. 	Yes	No
3.	Letter of Authority A Letter of Authority/Board Resolution/Delegation of Authority Matrix to complete and sign this Bid Document is required in the following instances. <ul style="list-style-type: none"> ✓ Where there is more than one (1) director, shareholder, trustee, members etc. in the Company, Trust, Close Corporation etc. (institution), the directors, shareholder, trustees, members etc., should delegate a person by means of submitting a duly signed Delegation of Authority granting the authorized personnel to sign the Bid Document on the Bidder's behalf. <p>OR</p> <ul style="list-style-type: none"> ✓ Where there is only one Director and the person completing the document is not the Director. The Director should delegate a person by means of submitting a duly signed Delegation of Authority granting the authorized personnel to sign the Bid Document on the Bidder's behalf. <p>Note: Ensure that the individual granting authority (signing the letter of authority) is not granting the authority to themselves. The Letter of Authority should be supported by other Directors/ Shareholders / Trustees/Members.</p>	Yes	Yes
4.	Bidder Accreditation with QTCO (Food Bev) <ul style="list-style-type: none"> Bidder MUST be accredited with QTCO (Food Bev). Bidder to attach a certificate as a proof that they are accredited with QTCO (FoodBev) <p>Note: ECDC reserves the right to verify the validity of the registration as at the time of the closing date of bid and during the validity period of the bid.</p> <p>Where bidder has not submitted the accreditation certificate but has indicated some in the submission that they are accredited with QTCO (Food Bev), the Bidder will be granted 48hours to submit proof thereof for remedy. Failure to submit proof within the 48hours will</p>	Yes	No Where bidder has not submitted the accreditation certificate but has indicated in the submission that they are accredited with QTCO (Food Bev). The Bidder will be granted 48hours to submit proof thereof for remedy. Failure to submit proof within the 48hours will lead the Bidder not to be further evaluated

STAGE 1 PRE-QUALIFICATION MANDATORY REQUIREMENTS		Mandatory Requirement	Disqualification if not submitted with RFQ or Bidder is found to be Non-Compliant at the Time of Bid Close
Description			
5.	Experience and Track Record <ul style="list-style-type: none"> ✓ Bidder to have a MINIMUM of two (2) years of experience on Food Safety Training. Bidder to submit company profile indicating 2 years' experience on Food Safety Training, ✓ Bidder to have conducted at least three (3) Food Safety trainings. Bidder to submit as a proven record, with the RFQ at least three (3) signed reference letters from previous clients indicating that they have conducted Food Safety Training and that it was satisfactory (or equivalent). <p>Note: Where bidder has not submitted the required documentation above, proving experience and track record, the Bidder will be granted 48hours to submit proof thereof for remedy. Failure to submit proof within the 48hours will lead the Bidder not to be further evaluated</p>	Yes	No Where bidder has not submitted the required documentation above, proving experience and track record, the Bidder will be granted 48hours to submit proof thereof for remedy. Failure to submit proof within the 48hours will lead the Bidder not to be further evaluated
5.	Annexure A – Supplier Information (Completed and Signed by the Delegated Authority) Attach Delegation of Authority.	Yes	Yes
7.	ANNEXURE B – Form of Offer - Rendering of Goods and/or Services (Completed and Signed by the Delegated Authority) Attach Delegation of Authority.	Yes	Yes
8.	Annexure C – Pricing Schedule (Signed and Completed by delegated authority) Price quotation from the service provider: (Signed by the Delegated Authority and /or in the Bidder's Letterhead)	Yes	Yes
9.	Annexure D – (SBD 4): Bidders Disclosure (To be Signed and Completed by the Duly Authorised Signatory). Important Note: <ul style="list-style-type: none"> ✓ Bidders and their directors, shareholder, member etc should declare ALL THE ENTITIES (companies) they have interest in, whether those companies are bidding for this contract ✓ Bidders can check their CSD and CIPC for the companies they have interest in. ✓ FALSE DECLARATION WILL RENDER THE BIDDER NONCOMPLIANT AND WILL BE DISQUALIFIED 	Yes	Yes

STAGE 1 PRE-QUALIFICATION MANDATORY REQUIREMENTS		Mandatory Requirement	Disqualification if not submitted with RFQ or Bidder is found to be Non-Compliant at the Time of Bid Close
Description			
10.	Annexure E - Statement of Consent to Data Processing (To be Signed and Completed by the Duly Authorised Signatory). Non-submission of this Annexure with the RFQ will not result disqualification, however, Bidder will be requested to fill in the Annexure in order for the ECDC to process and evaluate their RFQ as per POI Act	Yes	No (Should be completed for the evaluation of the Bid . The Bidder should grant ECDC consent for Data Processing of their information for evaluation of the Bid. Where the Bidder did not complete and sign this Annexure, ECDC will contact the Bidder for granting of permission prior the evaluation of their Bid.)
11.	Annexure F – (SBD 6.1.): Preferential Points Claim (Signed and Completed). Preferential Points Claim (Signed and Completed). Failure to submit the preference points claim and proof of address and supporting documents may result in awarding of 0 (zero) points preference points under Eastern Cape locality. Note: Bidders are required to submit their CIPC document and Shareholding Certificate as supporting documents to prove their ownership.	No	No
12.	Annexure F - Declaration (SBD6.1) Preferential Points Claim (Signed and Completed). Preferential Points Claim with regards to Company /Firm Location In order for the bidder to claim points for locality in the Eastern Cape for specific goals as advised in the tender/RFQ , the Bidder is required to submit supporting document as proof of address in the following formats: <ul style="list-style-type: none"> - Utility Bill from the municipality - Valid Lease Agreement(verifiable) - Letter from the Councilor (Stamped and signed) Failure to claim points by completing and submitting the declaration and supporting documents for proof of address may result in awarding of 0 (zero) points preference points under Eastern Cape locality.	No	No
The following will be applicable to Joint Ventures/Consortium			
13.	Consortium/Joint Venture Agreement or letter of intent to enter in a Consortium / Joint Venture signed by all Consortium Members who are Duly Authorized.	Yes	Yes
14.	Resolution of the Board of Directors to enter into a Consortium/Joint Venture from each member firm of the Consortium/Joint Venture for this Bid.	Yes	Yes

STAGE 1 PRE-QUALIFICATION MANDATORY REQUIREMENTS		Mandatory Requirement	Disqualification if not submitted with RFQ or Bidder is found to be Non-Compliant at the Time of Bid Close
Description			
15.	<p>Letter of Authority of Signatory(individual) authorizing the Signatory to sign on behalf of the Consortium/JV. The Letter of Authority MUST be from each member firm and must be signed by all directors of each member firm (or Board Resolution will be accepted).</p>	Yes	Yes
16.	<p>Annexure F – (SBD 6.1.): Preferential Points Claim (Signed and Completed by all JV /Consortium members. Preferential Points Claim (Signed and Completed). Failure to submit the preference points claim and proof of address from each JV /Consortium member may result in awarding of 0 (zero) points preference points under Eastern Cape Based Locality.</p> <p>Note: All JV/Consortium Members are required to submit their CIPC document and Shareholding Certificate as supporting documents to prove their ownership.</p>	No	No
17.	<p>Proof of Location Annexure F - Declaration (SBD6.1) Preferential Points Claim (Signed and Completed). Preferential Points Claim with regards to Company /Firm Location In order for the JV/Consortium to claim points for locality in the Eastern Cape for specific goals as advised in the tender/RFQ , member is required to submit supporting document as proof of address in the following formats:</p> <ul style="list-style-type: none"> - Utility Bill from the municipality - Valid Lease Agreement(verifiable) - Letter from the Councilor (Stamped and signed) <p>Failure to submit the declaration and proof of address for each JV /Consortium member may result in awarding of 0 (zero) points preference points under Eastern Cape Locality.</p>	No	No

FAILURE TO COMPLETE AND RETURN THE FOLLOWING RETURNABLE DOCUMENTS WILL RENDER YOU QUOTATION TO BE NON-RESPONSIVE

2.2 **PREFERENTIAL PROCUREMENTS**

In accordance with the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, the 80/20 Preference Point System shall apply to responsive RFQ/tenders/bids with a Rand value up to R50 000 000.00 inclusive of all applicable taxes.

Preference points for this RFQ shall be awarded for price and the specific goals as per the table below.

a) The maximum points for this tender are allocated as follows:

CRITERIA	APPLICABLE POINTS	APPLICABLE POINTS	DOCUMENTS TO BE SUBMITTED
	Allocation where the lowest Bidder is up to R100 000	Allocation where the lowest Bidder is between R100 000 and R1 000 000	
a) Price	80	80	
b) Specific Goals			
<ul style="list-style-type: none"> Eastern Cape Based Supplier 	20	12	Location of the Bidder will be verified from the following submitted documents: <ul style="list-style-type: none"> ✓ Bidder's Utility Bill, ✓ Signed valid lease agreement submitted by the bidder, ✓ Letter from the Ward Councilor (Signed and stamped).
<ul style="list-style-type: none"> 51% women owned enterprises 		4	Ownership document to prove ownership (e.g. CIPC document and Share Certificates where ownership is different from directorship)
<ul style="list-style-type: none"> 51% youth owned enterprises 		4	Ownership document to prove ownership (e.g. CIPC document and Share Certificates where ownership is different from directorship)
Total points for Price and SPECIFIC GOALS	100	100	

b) Price

- (i) The lowest acceptable bid will score 80 points for price.
- (ii) The formula below will be used to calculate the points out of 80 for price in respect of the bid/tender.
- (iii) Preference points for price shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.

DETAILS	80/20 PREFERENCE POINT SYSTEM
Formulae	$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$ <p> Ps = Points scored for comparative price of bid / price of tender under consideration Pt = Comparative price of bid / price of tender consideration Pmin = Comparative price of lowest acceptable tender/ offer </p>

c) Specific Goals

- (i) **In order to claim specific goal points, bidder is required to complete SBD 6.1 which includes declaration for company/ firm location. In order for the bidder to be allocated points, the bidder is required to provide documentary proof of location, CIPC and/or share certificate to prove ownership as per table above**
- (ii) Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals on the tender, may be construed that the preference points for specific goals are not claimed by the bidder.

3. ENQUIRIES

For enquiries please contact **Mr Khanya France** are as follows:-

- E-mail address: kfrance@ecdc.co.za
- Telephone number: **043 704 5721**

4. SUBMISSION OF QUOTATION

- a) All quotations to be submitted via email to quotations@ecdc.co.za and copy kfrance@ecdc.co.za
b) as follows:

Subject **Submission of Quote RFQ00011/2026**

OR

- c) **Submitted via Tender Box** in a sealed envelope at ECDC Head Office in East London as follows:

- **Bid Reference Number:** **RFQ00011/2026**

For Attention: **Mr Khanya France**
 Delivered at ECDC Head Office at ECDC House
 Ocean Terrace Park, Moore Street
 Quigney, East London

Yours faithfully

Khanya France: SCM Administrator
Eastern Cape Development Corporation

ANNEXURE A: SUPPLIER INFORMATION

Note: Mandatory Requirement. Failure to complete and sign this document will result in the bid being non responsive

Legal Name of Bidder: (Same as CSD)	
Trading Name of Bidder: (Same as CSD)	
Registration Number (Same as CSD)	
Physical Address	
Postal Address	
Contact Person	
Title/Position in the Firm	
Mobile Number	
Bidder Telephone Number	
Facsimile Number	
Email Address of Contact Person	
Email Address of Bidder	
VAT Registration Number (Same as CSD)	
Central Supplier Database Number	MAAA
Is the Bidder Accredited with the QTCO (Food Bev) Body	<input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes enclose Proof)
Does the Bidder have a minimum of two (2) years of experience in providing Food Safety Training	<input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes enclose Proof – Company Profile)
Does the Bidder have a minimum of three (3) signed reference letters proving track record in providing Food Safety Training	<input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes enclose Proof – Signed reference letters)

Are the Accredited Representative in South Africa for the Goods/Services/Works Offered? (Applicable where there is an Accredited Authority i.e. Professional Body)	<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)
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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

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 (SARS) and if not register

VERY IMPORTANT

Directors/Employees in the Service of State

Bids from persons in the service of the state, or companies with directors who are persons in the service of the state, will **not be considered for doing business with the state as stated below:**

- a) Regulation 13(c) of the Public Service Regulations, 2016 provides that an employee shall not conduct business with any organ of state or be a director of a public or private company conducting business with an organ of state unless such employee is in an official capacity a director of a company listed in schedule 2 and 3 of the Public Finance Management Act.**
- b) The regulation further, prohibit an employee from registering on the National Treasury Central Supplier Database (CSD) as an individual, owner of a company or director of a public or private company unless such employee is in an official capacity a director of a company listed in schedule 2 and 3 of the Public Finance Management Act.**
- c) ECDC reserves the right to verify such information from their AO/AA**

The following conditions will apply:

- **The Government Procurement General Conditions of Contract July 2010 (see attached)** and if applicable any other special conditions of contract.
- **Submission of Priced Quotation**
 - ✓ Quotations must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.
 - ✓ **All Quotations must be submitted on the official forms provided – (Not to be Re-Typed) or in the manner prescribed in the quotation document.**
 - ✓ All Quotations should be submitted with Central Supplier Database Number, completed and signed by Delegated Authority Supplier Information, Bidder's Disclosure (attached) and priced quotation/proposal.
 - ✓ Submission of completed and signed (signed by Delegated Authority) Supplier Information, Bidder's Disclosure (attached) with the quotation/proposal is compulsory. Failure to submit within the specified time will result in the proposal/quotation being disqualified without further consideration.
- The successful Bidder may be required to fill in and sign a written SLA.
- Price(s) quoted must be valid for at least ninety (90) days from date of your offer.

- Price(s) quoted must be firm and must be inclusive of VAT if service provider is a VAT vendor.
- **Service Provider should be registered on the National Treasury Central Supplier Database. Please attach proof of registration. Failure to register on the National Treasury Central Database will result on your submission being non-responsive.**

The following information will be verified on the National Treasury Central Supplier Database:

- **Business Registration including details of directorship and membership,**
- **Tax Compliance Status,**
- **ID Number,**
- **Tender Defaulting and Restriction Status**
- **Whether any of the director / trustee / shareholder/ member are employed by government**

Onus is on the Service Provider to make sure that all these are active and compliant on the CSD at the time of tender and award. Non - compliance of the Bidder will result the tender being non - responsive.

- ECDC reserves the right to negotiate any aspect of the proposed fees with the preferred Bidder and shall not be bound to the fees/pricing submitted by any bidder
- ECDC'S selection of qualifying quotations will be at the ECDC's sole discretion and will be final. ECDC does not bind itself to accept any particular quotation and is not bound to accept the lowest quote.

• **Late submissions will not be accepted.**

TAX COMPLIANCE REQUIREMENTS

- ✓ All bidders must ensure compliance with their tax obligations
- ✓ It is a condition of all bids inclusive of foreign bidders/individuals) that the South African taxes of the successful bidder must be in order.
- ✓ The bidders' Tax status will be verified on the CSD prior to the bid award and where the preferred bidders is not compliant, **7 working days** will be granted for remedy, failing which the bidder will be disqualified.
- ✓ In Bids where Consortia/Joint venture/Sub-Contractors are involved, each party will be verified separately for proof of Tax Compliance Status.
- ✓ In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate. 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

PAYMENTS AND TAX

- ✓ Payments shall only be made in accordance with the fees as quoted in this documentation. Prices charged by the bidder for goods delivered and services performed under the contract shall not vary from the prices quoted by the bidder in this bid/RFQ, with the exception of any price adjustments authorized at ECDC's request for bid validity extension, as the case may be.
- ✓ ECDC will re-imburse the service provider for expenses and disbursements incurred subject to the submission of satisfactory proof that such expenses and disbursements have been incurred and subject to it being within the budget as indicated in this documentation.
- ✓ The service provider shall from time to time during this contract duration furnish ECDC with a VAT compliant tax invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract. Each invoice must be accompanied by a detailed timesheet and expense claim forms substantiating the amount claimed.
- ✓ Payments shall be made promptly by ECDC in Rand, but in no case later than thirty (30) days after submission

of a VAT compliant tax invoice and supporting documentation by the service provider if the services have been properly executed as agreed.

- ✓ The service provider shall retain all proof of expenditure and maintain such accounts and records as are reasonably necessary, claimed above, should ECDC require an audit to substantiate that expenditure and allows ECDC's own personnel or an independent auditor access to those records.
- ✓ Should the above audit reveal that ECDC has been overcharged, the Service Provider will re-imburse the ECDC the amount overcharged within 30 days inclusive of interest calculated at prime plus 2% per annum;
- ✓ A foreign bidder shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the Republic of South Africa.
- ✓ A local bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to ECDC.

VALUE ADDED TAX (VAT)

- ✓ **Prices quoted by VAT Vendors MUST be inclusive of VAT** and as such any price charged by the vendor in respect of any taxable supply of goods or services shall for the purposes of the VAT Act Section 64(1) be deemed to include any tax payable in terms of section 7(1) (a) in respect of such supply, whether or not the vendor has included tax in quote/bid price
- ✓ In all instances where bidders (including VAT Vendors) have excluded VAT from the prices quoted , such prices must be evaluated excluding VAT and if the bidder is successful , the letter of award of contract will state that the price at which the contract is awarded is exclusive of VAT and the VAT will not be added on at any stage . **The successful bidder will have to absorb the adverse financial implications of not including VAT in the price quoted.**
- ✓ **Prices quoted by non-VAT Vendors MUST NOT include VAT.** However Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover to be above the threshold of R1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract, register with the South African Revenue Services (SARS) as VAT Vendors. **The award of such a contract would be conditional pending the successful Bidder submits proof of registration as a VAT Vendor with SARS**

Whereas the Government Procurement General Conditions of Contract July 2010 will be applicable for this RFQ, ECDC would like to emphasise the following clauses in the GCC.

21 DELAYS IN THE SUPPLIER'S PERFORMANCE

21.1

Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the ECDC 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 ECDC (ECDC' representative of said contract) 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 ECDC 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 (penalties will equate to the amount ECDC's suffered due to delays caused by supplier)** , 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 cancelling 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.

23. TERMINATION FOR DEFAULT

23.1

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

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

23.2

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

23.3

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

23.4

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

23.5

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

23.6

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

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

(iv) the reasons for the restriction.

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

23.7

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

BREACH AND PENALTY

In the event of one or other party breaching this Agreement or failing to perform any of the terms conditions thereof and remaining in default notwithstanding written notice to comply within fourteen (14) days, calculated from the date of delivery of the notice, then and in that event, the party complaining of the breach or non-performance shall be entitled to cancel the Agreement without prejudice to any other rights in terms hereof to recover damages arising from the breach.

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

SERVICE PROVIDER ACKNOWLEDGEMENT OF REQUEST AND TERMS AND CONDITIONS:

I..... (NAME) HEREBY ACCEPT THE TERMS OF THIS REQUEST FOR QUOTATION AND ACKNOWLEDGE THAT I AM APPROPRIATELY DELEGATED (ATTACH DELEGATION OF AUTHORITY) TO RESPOND ON BEHALF OF.....(NAME OF BIDDER).

Print Name

Date

Designation

Signature

(Attach Delegation of Authority)

ANNEXURE B

FORM OF OFFER - RENDERING OF SERVICES (To be Filled in by the Bidder/Service Provider)

Note: Mandatory Requirement. Failure to complete and Sign this document will result in the bid being non responsive

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)

I hereby undertake to render services described in this **request for quotation for the provision of Food Safety Training for 2 Days in Lusikisiki**.

1) Eastern Cape Development Corporation (ECDC) in accordance with the requirements and task directives / proposals specifications/scope of work as stipulated in Bid Number RFQ00011/2025 **at** the following offer price.

The offered price for the **provision of Food Safety Training for 2 Days in Lusikisiki** inclusive of value added tax is (Non VAT Vendor to exclude VAT).

R (In figures)

.....

.....

Rand (in words)

My offer/s remains binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the quotation.

Note:

- Where there is a discrepancy between the amount in words and the numerical amount, the amount in words will prevail.
- Where there is a discrepancy between the form of offer and the pricing schedule, the form of offer will prevail.
- Where there is an arithmetical error on the pricing schedule, the total on the form of offer will prevail.

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

- a) Request for Quotation;
- b) *Central Supplier Database Registration*;
- c) *Pricing schedule(s)*;
- d) Filled in task directive/proposal;
- e) Preference claims for Broad-Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2022;
- f) *Bidders Disclosure*

- g) *Special Conditions of Contract*;
- h) (ii) General Conditions of Contract; and
- i) (iii) Other (specify)

- 3) I confirm that I have satisfied myself as to the correctness and validity of my quotation; that the price(s) and rate(s) quoted cover all the services specified in the quotation 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 fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment 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 **(See attached Letter of Authority)**

NAME:

DATE:

CAPACITY:

SIGNATURE:

NAME OF FIRM:

DATE:

WITNESSES

1

2

DATE:

Annexure B:1**CONTRACT FORM - RENDERING OF SERVICES (To be Filled in by ECDC)**

1) I..... in my capacity as.....

accept your quotation under reference number **RFQ00011/2026** dated..... for the rendering of services indicated hereunder and/or further specified in the request for quotation and/or attachments.

2) An official order indicating service delivery instructions is forthcoming.

3) ECDC undertakes 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)
PROVISION OF FOOD SAFETY TRAINING FOR 2 DAYS IN LUSIKISIKI				

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

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

WITNESSES

1

2

DATE:

Annexure C: Pricing Schedule

Note: Mandatory Requirement. Failure to complete and sign this document will result in the bid being non responsive

The ECDC reserves the right to negotiate any aspect of the proposed fees/pricing and disbursements with the preferred Bidder and shall not be bound to the fees/pricing and disbursements submitted by any Bidder.

The Bid Fees/Prices must remain valid for a period of 90 days from date of closure of bid.

Price will remain fixed and firm for the duration of the project.

KINDLY NOTE THAT A FAILURE TO EXPRESSLY COVER THIS IN YOUR PROPOSAL WILL RESULT IN YOUR PROPOSAL BEING REJECTED WITHOUT FURTHER CONSIDERATION

Description	Unit/Size Is it unit/ size, shouldn't be the number of people to be trained.	Quantity	Unit price excl. VAT	Total amount excl. VAT
• Facilitation of Food Safety Training in Lusikisiki with training manuals included.	20	2 days		
• Overheads for providing the training for two days in Lusikisiki	sum	sum		
Total amount excl. VAT				
Vat 15%				
Total amount incl. VAT To be carried to form of offer				

SIGNATURE of the DELEGATED AUTHORITY (Attach Delegation of Authority)		DATE	
--	--	-------------	--

OR

Service Provider to submit Priced quotation from Service Provider: Signed and/or in the Bidder's Letter Head

(To be Completed By Service Provider)

Annexure D: BIDDER'S DISCLOSURE (SBD4)

Note: Mandatory Requirement. Failure to complete and sign this document will result in the bid being nonresponsive.

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, employed by the state?	Yes <input type="checkbox"/> No <input type="checkbox"/>
---	--

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?	Yes <input type="checkbox"/> No <input type="checkbox"/>
--	--

- 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? ✓ Bidders and their directors/ shareholder(s)/ member/ trustees etc. MUST declare ALL THE ENTITIES (companies) which they have an interest in, regardless of whether those companies are bidding for this contract or not, and ✓ Bidders can check their CSD and CIPC etc. for the companies the Bidders / directors / shareholders / members/trustees have interest in for declaration. ✓ Definition of related enterprise is listed under Section A: Definitions	Yes <input type="checkbox"/> No <input type="checkbox"/>
--	--

-
- 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 consortium¹ 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.
- 3.5 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.
- 3.6 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.
- 3.7 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 5 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 05 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE
SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

¹ 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.

(Note: Attach Delegation of Authority)

(To be Completed By Service Provider)

ANNEXURE E: STATEMENT OF CONSENT TO DATA PROCESSING

In terms of the provisions of the Protection of Personal Information Act, 2013 (Act No. 4 of 2013)

1. I, _____(full names of the **client/applicant**),

Identitynumber _____(**“the applicant”**)

do hereby grant my consent to the Eastern Cape Development Corporation (“the ECDC”) and its appointed processor to process my personal data for the purpose of any or all of the undermentioned actions, being the legitimate reasons for processing and/or using my personal data.

2. I accept that my personal information will only be utilized for the purposes it was collected, that the information will only be retained for as long as is necessary and required by law, and that I have the right to view such information at any time, as well as requested correction or deletion of my personal information held by the ECDC.
3. I am aware that I may withdraw my consent at any time by using the relevant Data Subject Consent Withdrawal Form.
4. I herewith consent to the ECDC official / staff member / employee or agent collecting and having access to my personal information.
5. I expressly consent to the ECDC official / staff member / employee or agent to collect and process this information for the purpose of **considering my application for funding / leasing / employment alternatively for considering our bid document**.
6. I expressly consent to the ECDC or its official / staff member / employee or agent having access to my personal information contained in my application for lease, employment, funding, my bid document or any other administrative document required by the ECDC for processing.
7. I expressly consent to the ECDC or its official / staff member / employee or agent using my personal information to communicate with me in person / via telephone / email / video call / fax / WhatsApp / any form of social media.
8. I expressly consent that the ECDC or its official / staff member / employee or agent may discuss any of my personal information with any of its officials / staff members / employees or agents that may at any stage of my application be involved in considering same and forward any such information to any ECDC relevant committee or forum.
9. I expressly consent to the ECDC or its official / staff member / employee or agent **handing over any outstanding accounts to debt collection third parties (applicable to properties/development finance and business support unit)**.
10. I expressly consent to the ECDC or its official / staff member / employee or agent handing over my personal information for purposes of verification of my credit profile or record, references or any purpose required in terms of the law.

SIGNATURE of the DELEGATED AUTHORITY		DATE	
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Annexure F: SBD 6.1 Preference Point Claim in terms of the Preferential Procurement Regulations 2022

SBD 6.1: Complete in full and sign

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

1.2 **Principle applicable for this tender /quotation is:**

- a) The applicable preference point system for this tender is the **80/20** preference point system as per the table below.

1.3 Points for this tender shall be awarded for:

- (i) Price; and
- (ii) Specific Goals.

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

CRITERIA	APPLICABLE POINTS Allocation where the lowest Bidder is between R2000 and R100 000	APPLICABLE POINTS Allocation where the lowest Bidder is between R100 000 and R1 000 000	DOCUMENTS TO BE SUBMITTED
c) Price	80	80	
d) Specific Goals			
• Eastern Cape Based Supplier	20	12	Location of the Bidder will be verified from the following documents: ✓ Bidder's Utility Bill, ✓ Signed valid lease agreement submitted by the bidder, ✓ Letter from the Ward Councilor (Signed and stamped).

• 51% women owned enterprises		4	Ownership document to prove ownership (e.g. CIPC document and Share Certificates where ownership is different from directorship)
• 51% youth owned enterprises		4	Ownership document to prove ownership (e.g. CIPC document and Share Certificates where ownership is different from directorship)
Total points for Price and SPECIFIC GOALS	100	100	

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1 POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

80/20 or 90/10

Where

P_s = Points scored for price of tender under consideration

Pt = Price of tender under consideration
Pmin = Price of lowest acceptable tender

3.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	APPLICABLE POINTS Allocation where the lowest Bidder I between R2000 and R100 000	APPLICABLE POINTS Allocation where the lowest Bidder is between R100 000 and R1 000 000	APPLICABLE POINTS Allocation where the lowest Bidder is between R1 000 000 and R50 000 000	Number of points claimed Allocation where the lowest Bidder I between R2000 and R100 000 (To be completed by the Tenderer)	Number of points claimed (80/20 system) Allocation where the lowest Bidder is between R100 000 and R1 000 000 (To be completed by the tenderer)
a) Price	80	80	80		
b) Specific Goals					
• 51% and above black owned enterprise			10		
• Eastern Cape Based Supplier	20	12	5		
• 51% women owned enterprises		4	3	Please correlate it with the above table. Specific goals don't tally with the above.	
• 51% youth owned enterprises		4	2		
Total points for Price and SPECIFIC GOALS					
	100	100	100		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3 Name of company/firm.....

4.4 Company registration number:

4.5 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
☐ One-person business/sole propriety
☐ Close corporation
☐ Public Company
☐ Personal Liability Company
☐ (Pty) Limited
☐ Non-Profit Company
☐ State Owned Company
 [TICK APPLICABLE BOX]

4.6 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown

and I acknowledge that:

- i) The information furnished is true and correct.
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct.
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process.
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:

Annexure G: GENERAL CONDITION OF CONTRACT (JULY 2010)

Attached