

Department:	Supply Chain Management	Document no:	AIDC-SCM-FRM-004	 Automotive Industry Development Centre <i>Your partner in becoming globally competitive</i> A subsidiary of the Gauteng Growth and Development Agency
Document Classification	Normal document			
Document Type	Form			
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AIDC STANDARD BID DOCUMENT

Bid number: AIDC_T06_2022/23

Bid title: **INVITATION FOR A SERVICE PROVIDER TO DEVELOP A NEW ENERGY VEHICLE (NEV) SUPPORT STRATEGY FOR GAUTENG PROVINCE IN ITS TRANSITION INTO NEVs.**

Date issued : 13 January 2023

Closing date : 07 February 2023

Closing time : 11:00

Validity Period : 120 Days

Compulsory briefing session yes no

Venue: Automotive Supplier Park

30 Helium Street, Rosslyn

Pretoria

Date : 24 January 2023

Time : 11:00

Site visit (Reference site) yes no

(See Part C - Evaluation Criteria)

Bidder's details	
Company name:	
Company registration no:	
CSD registration no:	
Contact person:	
Tel number:	
Cell number:	
Email address:	

OVERALL PROJECT GRAND TOTAL (VAT Inclusive)	R _____
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Please note: No “type correction fluids” or any other forms of blanking out any of the printed information on this tender document are allowed. All changes must be indicated, and any deletions must be scratched out and signed next to each change.

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Documents required for this BID	Comments	Submitted (Yes /No)
Required Documents		
Central Supplier Database (CSD) Summary Report	Info provided will be validated during the evaluation stage & failure to meet CSD requirements Tax Status will lead to disqualification	
SBD 1 (Invitation to Bid)	Make sure it is completed and signed	
SBD 2 (Tax Pin) – Tax Status	TAX STATUS – TCS PIN/CSD Report with valid tax status	
SBD 3 (Pricing Schedule)	Filled and signed – ZAR currency only	
SBD 4 (Declaration of Interest)	Make sure it is completed and signed	
SBD 6.1 (Preferential Points Claim Form)		
Tenderers other than EMEs should submit: (1) Valid B-BBEE certificate (only B-BBEE Status Level verification certificates from B-BBEE verification agencies accredited by SANAS with BVA number will be accepted) OR. (2) QSE is less than 51% black owned must submit Valid B-BBEE Certificate (issued by an agency accredited by SANAS). (3) In case of a trust, consortium or joint venture a Valid Consolidated B-BBEE Status Level Verification Certificate from B-BBEE verification agencies accredited by SANAS must be submitted.	Failure on the part of a bidder to fully complete and sign this form and submit a Valid B-BBEE Certificate as outlined or Affidavit together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed and the bidder will be allocated zero (0) points for B-BBEE	
Tenderers who qualify as EMEs should submit: (4) Valid sworn affidavit issued by the DTI (Valid sworn affidavit must comply with the Justices of the Peace and Commissioners of Oaths Act), OR. (5) B-BBEE certificate issued by the Companies and Intellectual Property Commission.		
Undertakings by service provider in respect of this bid	Make sure it is completed and signed	
Certified Copy of Board Resolution or Company Power of Attorney, authorising the person signing this bid response. In addition, Consent by Supplier (As per POPI ACT):	Make sure it is provided	

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In submitting any information or documentation requested in this bid document, the Respondent is hereby consenting to the processing of their personal information for the purpose of this bid and further confirming that they are aware of their rights in terms of Section 5 of POPIA.

Respondents are required to provide consent below:

YES

NO

To authorize AIDC to validate the submitted documents with respective bodies to ensure the validity of supplied documents must be included on the board resolution

DOCUMENTS REQUIRED

BIDDERS TO ENSURE THAT THEY COMPLY WITH THE BELOW REQUIREMENTS:

1. Bid Documents must be completed with ink pen or typed. No correction pen is allowed. All changes must be scratched out and a signature appended next to each change.
2. All certified documents must be within the current six (6) months.
3. Bid documents must be secured together preferably bound or contained in a lever arch file as Supplier Park Development Company SOC LTD t/a Automotive Industry Development Centre will not take any responsibility for any loss of documents as a result of not being properly secured upon submission

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PART A

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A1.

INVITATION TO BID**SBD 1**

You are hereby invited to bid for the requirements of the AIDC					
Bid no:	AIDC_T06_2022/23	Closing Date:	07 February 2023	Closing Time:	11:00
Description:	INVITATION FOR A SERVICE PROVIDER TO DEVELOP A NEW ENERGY VEHICLE (NEV) SUPPORT STRATEGY FOR GAUTENG PROVINCE IN ITS TRANSITION INTO NEVs.				
Bid response documents may be deposited in the bid box situated at (street address):					
The Main Entrance Gate					
Automotive Supplier Park					
30 Helium Road					
Rosslyn Ext 2, Pretoria					
Bidding procedure enquiries may be directed to:					
Contact Person	SCM Department				
Telephone no	012 564 5001				
Facsimile no					
E-mail Address	aidctenders@aidc.co.za				
Closing date for Enquiries: 27 January 2023					
Supplier Information					
Company Name					
Company / CC Registration no					
CIDB Registration no (if applicable)					
Vat Registration no					
Postal Address					
Street Address					
Telephone no	Code		Number		
Cell Phone no					
Facsimile no	Code		Number		
E-Mail Address					
Main Contact Person					
Name					
Position					
Telephone no	Code		Number		
Cell Phone no					
Facsimile no	Code		Number		
E-Mail Address					

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A2

TAX CLEARANCE REQUIREMENTS

SBD 2

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

Tax Compliance Requirements

- 1) Bidders Must Ensure Compliance with Their Tax Obligations.
- 2) Bidders Are Required to Submit Their Unique Personal Identification Number (Pin) Issued By SARS To Enable the Organ of State to Verify the Taxpayer's Profile and Tax Status.
- 3) Application for Tax Compliance Status (TCS) Pin May Be Made Via E-Filing Through the SARS Website www.sars.gov.za.
- 4) Bidders May Also Submit a Printed TCS SARS Pin Together with The Bid.
- 5) In Bids Where Consortia / Joint Ventures / Sub-Contractors Are Involved, Each Party Must Submit A Separate TCS / Pin / CSD Number.
- 6) Where No TCS Pin Is Available bidder must submit their CSD Number or CSD report with compliant tax status. Bidders to ensure are pre-registered on central supplier database (CSD) before submitting the bid.
- 7) No Bids Will Be Considered from Persons in The Service of The State, Companies with Directors Who Are Persons in The Service of The State, Or Close Corporations with Members Persons In The Service Of The State.

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A3. TERMS AND CONDITIONS FOR BIDDING

1. Bid Submission:

- 1.1. The Supplier Park Development Company (SOC) Ltd trading as AIDC considers this tender and all related information, either written or verbal, which is provided to the respondent, to be proprietary to AIDC. All information contained in any subsequent documentation shall be marked "COMPANY CONFIDENTIAL".
- 1.2. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.
- 1.3. **All bids must be submitted on the official forms provided (not to be re-typed) or in the manner prescribed in the bid document.**
- 1.4. All the documentation submitted in response to this invitation to bid must be in English.
- 1.5. The service provider should verify the numbers of the pages of this document to satisfy themselves that none are missing or duplicated. No liability will be accepted by AIDC regarding anything arising from the fact that pages are missing or duplicated.
- 1.6. **Please make proper division and reference/index your bid document and bid supporting documents attached.**
- 1.7. **Tender** responses should be submitted as follows:
1 HARD COPY (1 x ORIGINAL + 1 x USB MEMORY STICK) in a sealed envelope/package endorsed, "**AIDC_T01_2022/23**", with the service provider's details on the back of the envelope or on the front. The sealed envelope/package must be placed in the bid box at the Main Entrance Gate, Automotive Supplier Park, 30 Helium Road, Rosslyn X2, **by the closing date and time.**
- 1.8. **The closing date, company name and the return address must also be endorsed on the back of the properly sealed envelope (or side of a properly sealed package).** If a courier service company is being used for delivery of the bid document, the bid description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered into the AIDC's Bid Box. The courier must accept responsibility for ensuring that the bid documents are properly deposited into the bid box and the AIDC accepts no responsibilities in this regard.
- 1.9. All bid documents must be submitted in hard copy in the bid box. Where a bid document is not in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. **Late bids OR BID DOCUMENTS NOT PROPERLY SEALED will not be considered.**
- 1.10. Amended bids may be made, in an envelope clearly marked "Amendment to bid no **AIDC_T06_2022/23**", to represent the original document as the "replacement bid" and should be placed in the bid box before the closing date and time. An amendment bid without original bid documents deposited in the AIDC's Bid Box will not be considered. In such a case, only the amended bid document will be assessed per the bid criteria of this tender bid request. Under no circumstances will the AIDC be using or can the service provider rely on any information as contained in the original bid documents, once replaced.

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1.11 The service provider is responsible for all the costs that they might incur related to the preparation and submission of the bid document.

1.12 AIDC reserves the right not to accept the lowest bid price of any bid in part or whole. It normally awards the contract to the service provider who proves to be fully capable of handling the contract in terms of outputs and services that are advantageous to the aims, goals, and objectives of the AIDC.

1.13 AIDC also reserves the right to award to a company that is BBBEE (Broad Based Black Economic Empowerment) compliant or may award this bid on the conditions that a joint venture with an empowerment company is formed. This may be added to the criteria when evaluating the bids.

1.14. AIDC also reserves the right to cancel or award this bid as a whole or in part based on the Preferential Procurement
 Regulation, 2017 paragraph 13.

1.15 AIDC reserves the right, at its sole discretion, not to award or consider bidders with (or who had) litigation against
 the AIDC or have been blocked for poor performance on the AIDC's vendor database.

1.16 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 the contract.

1.7. Responses to this tender received from a service provider will be valid for 120 days counted from the closing date of the tender.

1.8. **The successful bidder will be required to fill in and sign a written contract form (SBD7).**

1.9. Respondents are to note that the Local Content commitments made by the successful respondent(s) will be incorporated as a term of the contract and monitored for compliance. Should the successful Respondent fail to meet its Local Content obligations, non-compliance penalties shall be applicable. Breach of Local Content obligation also provide SPDC SOC LTD t/a AIDC cause to terminate the contract in certain cases where material non-compliance with Local Content requirements is not achieved.

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 In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate TCS pin / CSD number.

2.5 In terms of Regulation 13 (c) of the Public Service Regulations., which read as follows "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 in the service of the state".

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3. Evaluation Process

- 3.1 The bid will be evaluated in terms of the evaluation criteria stipulated in the tender documentation.
- 3.2 This bid will also be evaluated in terms of the following stages:
 - a) Administration criteria
 - b) Evaluation in terms of functionality if part of the tender
 - c) Evaluation in terms of 80/20 preference point system

NB: Failure to provide or comply with any of the above particulars may render the bid invalid.

DECLARATION

I/we, the undersigned, acknowledge that the information furnished above is true and correct.

Signature of Authorised Representative

Date

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A4. TERMS OF REFERENCE AND SCOPE OF WORK

1. INTRODUCTION

1.1. Mandate

The Automotive Industry Development Centre (AIDC) serves to develop the automotive manufacturing sector to globally competitive standards of excellence, through a world-class value proposition that enables effective and sustainable socio-economic growth. The organization was established as a government support centre, to increase the local automotive industry's global competitiveness and to promote Gauteng as the automotive industry investment destination of choice.

The organization is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - in particular those based in the Gauteng province.

The AIDC is thus tasked by GGDA with special developmental-oriented projects aimed at retaining and attracting investments in the automotive and allied-related sector with a focus on enterprise development; supporting BBBEE SMME development, skills development and limited logistical infrastructure in line with the Gauteng provincial government's objectives of transformation, modernization and re-industrialization (TMR). The AIDC also undertakes projects related to the transport and energy sectors, as well as the development of the Auto City in the Northern Corridor.

1.2. Vision

To be the automotive industry's thought leader and centre of excellence that promotes industry sustainability and global competitiveness.

1.3. Mission

Navigating the automotive industry's journey towards being an innovative and transformed sector, by providing agile, reliable, and responsive industry solutions.

1.4. Values

The AIDC's staff aligns their behaviour to the company's shared values as listed below, which support, and is informed by, the organisation's vision and mission:

- Respect for others
- Teamwork
- Open and honest two-way communication
- Encouraging a learning culture
- On-time, on-brief, on-budget
- Client-centered
- Integrity and ethics above all

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2. BACKGROUND TO THE TENDER

2.1. INTRODUCTION

The Automotive Industry Development Centre (AIDC) is a subsidiary of the Gauteng Growth and Development Agency (GGDA) which is an agency of the Gauteng Department of Economic Development. The AIDC was established as a support centre to strengthen global competitiveness in the local automotive industry and to bolster the position of Gauteng as an automotive industry destination of choice.

The AIDC has contributed to accelerated economic growth within the automotive industry through strategic partnerships with government, non-governmental agencies, and industry leaders. One of the challenges to sustain such growth, is to plan, prepare and ramp up for the just transition on decarbonised mobility towards Battery Energy Vehicle and New Energy Vehicles.

3. SCOPE OF WORK

3.1 SCOPE SUMMARY

To develop a New Energy Vehicle (NEV) support strategy for Gauteng Province to be utilized by the Automotive Industry Development Centre (AIDC) and Gauteng Department of Economic Development (GDED) to serve as a roadmap for strategy to support the automotive industry in Gauteng with its transition into New Energy Vehicles (NEV) from Internal Combustion Engine Vehicles (ICE).

3.2 DEFINITION OF A NEW ENERGY VEHICLE (NEV)

The term New Energy Vehicles (NEVs) is used to designate Plug-In Electric Vehicles (EVs or PEVs) and includes Battery Electric Vehicles (BEVs), Plug-In Hybrid Electric Vehicles (PHEVs) and Fuel Cell Electric Vehicles (FCEV).

3.3 PURPOSE OF THE STUDY

The purpose of the study is to combine relevant and current business intelligence with a review of the studies, reports and policy documents already published in this space, into relevant and usable information that can be used to guide:

- Strategy development of a NEV roadmap for both the AIDC and GDED, including guidance on policy recommendations.
- Identification of medium- and long-term projects in support of Gauteng's economy's transition from ICE to NEVs.

The above need to focus on the Gauteng green economy in general and the Gauteng automotive and transport industries specifically.

3.4 KEY DELIVERABLES

The service provider's proposal should include but not be limited to the following deliverables.

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3.4.1 Inception Report

The appointed service provider will be responsible to lead a joint iterative process together with the AIDC and key stakeholders to develop a comprehensive New Energy Vehicle (NEV) study for Gauteng Province. The inception report should demonstrate the methodology clearly that the service provider intends to utilise.

The service provider should also:

- Provide an inception report with a refined outline and methodology for approval by the AIDC.
- Provide a project plan for an iterative review framework to review completed work at least once every two weeks with the AIDC, to ensure progress is on-scope and relevant.
- Include interim and final report delivery in the project plan.
- The project plan provided should ensure on-time completions as per the tender requirements.

The inception report and project plan should be sign off by the AIDC before any further work commences.

3.4.2 Evaluate the various NEV reports and strategies as a baseline for recommendations, considering national and international policies and incentives.

Task 1

An in-depth analysis of the NEV environment in South Africa with careful consideration of the global impact. This should clearly indicate the demand of NEVs, pricing trends, policy recommendations as well as the impact on South African OEM vehicle exports. The market study should incorporate appropriate analysis (for example SWOT) and highlight the opportunities and challenges that are associated with the transition from ICE to NEV.

Task 2

Narrow down the study to focus on Gauteng Province and highlight the province's value proposition in the NEV and BEV Value Chain.

Deliverable: Detailed report that summarises the above Task 1 and Task 2.

3.4.3 Stakeholder Engagement Analysis

Environmental analysis of the key industry stakeholders. The service provider should identify and conduct an overview of each of the participating organizations/stakeholders' involvements

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in the EV Implementation Roadmap. This should include the public and private sectors, as well as organized labour as part of the stakeholder engagement analysis.

Deliverable: Stakeholder engagement plan and stakeholder register in support of the NEV Implementation Roadmap for Gauteng Province.

3.4.4 Provide a NEV Implementation roadmap for Gauteng Province – A shift towards implementation.

Task 1

Charging infrastructure deployment map for Gauteng in relation to the national footprint with focus on possible localization (hardware/software/back-end) opportunities.

Task 2

Opportunities for the Gauteng based ICE manufacturers and value chain to transition into NEVs.

Task 3

Public Transport policy recommendations and transition roadmap through evaluation of stakeholders in public transport manufacturing, bus, and the taxi industry in Gauteng. These stakeholders should include SALGA, COGTA, DoT amongst other.

Task 4

Sectorial synergies with the aerospace-, defence- and other renewable industries within Gauteng.

Task 5

Opportunities for green hydrogen as part of the NEV implementation roadmap for Gauteng.

Task 6

Opportunities and high-level business case for the conversion of the Gauteng Government Fleet to NEV as part of the implementation roadmap for Gauteng.

Deliverable: – A detailed roadmap with recommendations, opportunities, and high-level business cases to grow NEVs in Gauteng Province.

3.4.5 Provincial implementation roadmap for an industry-wide skills and technology

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deployment initiative for NEVs in Gauteng Province.

Task 1

Skills requisite assessment required for the transition to NEVs in general.

Task 2

The study should assess the transition in skills and technology required to support NEV charging infrastructure.

Deliverable: A skills-gap analyses report with recommendations that would support the NEV Implementation Roadmap for Gauteng Province.

3.4.6 Policy, regulations, and incentives on NEVs and BEVs in South Africa

Task 1

The service provider should conduct a policy and regulatory analysis on the current NEV and BEV framework in South Africa and give recommendations. This include conducting a review of all applicable laws and regulations which may affect the Project, including those which promote local economic development, as well as laws and regulations that impacts the Project from technical, funding, operation, and project structuring perspective (support deliverables in 3.1.1).

Deliverable: Policy framework recommendations to support the NEV Implementation Roadmap for Gauteng Province.

3.4.7 Economic and Socio-economic Impact Analysis

Task 1

The service provider should conduct a socio-economic impact study on the effects of the NEV Implementation Roadmap for Gauteng Province. The socio-economic impact study should be aligned, but not limited to, the Growing Gauteng Together 2030 (GGT2030) Strategy and include indicators such as:

- Contribution to economic growth.
- Economic transformation.
- Contribution to employment creation.
- Support for local manufacturing and industrialization.
- Transforming spatial land-space.
- Socio-economic empowerment of vulnerable groups and skills transfer.

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Deliverable: Economic and socio-economic impact study as part NEV Implementation Roadmap for Gauteng Province.

Final Report

The service provider should prepare and deliver to the AIDC a substantive and comprehensive final report of all work performed as part of this study.

The service provider should include in the final report a minimum of three project-related persons with contact details that participated in or has knowledge of the study.

The final report must also include:

- a) An executive summary.
- b) A power point presentation that summarises the study.
- c) All financial models in MS Excel format.

Interim and final report shall be provided in **English using Arial Font size “12”** for the body content of the report.

Interim and final report to be provided electronically in MS Word and .pdf format as well as three (3) hard copies professionally bound.

4. THE AIDC OBLIGATIONS

The AIDC will supply all reasonable, relevant, available data and information required and requested by the Service Provider for the development of the New Energy Vehicle (NEV) and Battery Energy Vehicle (BEV) roadmap and such assistance as shall reasonably be required by the Service Provider.

5. THE SERVICE PROVIDER’S OBLIGATION

- a. The Service Provider will be expected to enter into an AIDC provided Service Level Agreement.
- b. The service provider shall keep diligent record of all research material to be handed to the AIDC after the project.

6. CONTRACT DURATION

Service Provider would conclude the study as stipulated in the Tender document submitted in no longer than 6 months. Should the work not be completed within this period penalties in the clause below applies.

7. PENALTIES

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Without restricting the client's rights in any way, the following penalties shall apply when the service provider fails to deliver the completed project within the period stated in clause **6 contract duration**:

- 0-10 days' late completion R 3 000.00 per day
- 20– 30 days' late completion R 4 000 per day
- 30 days and more late completion R5 000 per day

8. INTELLECTUAL PROPERTY

All suppliers to note that the information gathered and documented remains the proprietary property of the AIDC. All information related to this project shall be subject to commercial confidentiality and may not be shared by the service provider with any other party without the explicit written approval of the AIDC CEO.

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A5. PRICING SCHEDULE AS PER SCOPE OF WORK – OVERALL PROJECT COST

SBD 3

Note: Only firm prices in South African Rand ('R') will be accepted.

Name of Bidder Bid number: AIDC_T06_2022/23

Closing Date: 07 February 2023

Closing Time: 11:00

OFFER TO BE VALID FOR THE DURATION OF THE PROJECT (CONTRACT PERIOD):

Detailed costing can be provided to substantiate the pricing schedule

Offer to be valid for the duration of the project

Detailed costing can be provided to substantiate the pricing schedule

This pricing must refer to the proposed implementation plan

PRICING SCHEDULE B – INVITATION FOR A SERVICE PROVIDER TO DEVELOP A NEW ENERGY VEHICLE (NEV) SUPPORT STRATEGY FOR GAUTENG PROVINCE IN ITS TRANSITION INTO NEVs.

Pricing Schedule B: New Energy Vehicle (NEV) Support Strategy			Cost per deliverable including VAT (R)
No	Deliverable		
1	3.4.1	<i>Inception report</i>	
2	3.4.2	<i>Evaluate the various NEV reports and strategies</i>	
3	3.4.3	<i>Stakeholder Engagement Analysis</i>	
4	3.4.4	<i>NEV Implementation roadmap for Gauteng Province</i>	
5	3.4.5	<i>Roadmap for an industry-wide skills and technology</i>	
6	3.4.6	<i>Policy regulations and incentives on NEVs in South Africa</i>	
7	3.4.7	<i>Economic and Socio-economic Impact Analysis</i>	
TOTAL (R)			

NOTE:

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- **Cost to be in line with cost containment measures clause 4.3(b) of National Treasury Instruction no 3 of 2017/2018**
- **Quotation must include all cost related to the professional service and clear details of each part quoted for.**
- **Service Provider to invoice per completed and accepted deliverable as in Pricing Schedule B above.**

Signature of Service Provider

Date

Detailed costing can be provided to substantiate the Pricing Schedule. This pricing must refer to the proposed implementation plan.

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PART B

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B1.

DECLARATION OF INTEREST

SBD4

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 proprietor/directors/directors/trustees/shareholders/members/ partners or any person having a controlling interest in the enterprise, in the table below.

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:

1 the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

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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

2 Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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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

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C1.

EVALUATION CRITERIA OF OFFERS

This bid will be evaluated based on functionality and other compliance criteria as outlined in this bid document and **qualifying bids will be further evaluated in terms of the 80/20 Preference Point System if less than R50 000 000** (20 allocated to BBBEE, 80 to price)

All bidders who score less than 70 points (which is 70 points out of 100 points) on functionality will not be considered further and will be regarded as having submitted a non-responsive bid and will be disqualified.

- 1.1. AIDC reserves the right to independently verify all supplied documents.
- 1.2. Any bid scoring less than the minimum required in any one or more of the above-mentioned evaluation criteria will not be evaluated further.
- 1.3. Any bid not covering all the above will not be evaluated.
- 1.4. For purpose of comparison and to ensure a meaningful evaluation, service providers are requested to furnish detailed information in substantiation of compliance to the evaluation criteria mentioned above.
- 1.5. BBBEE & Price will be evaluated as per the preference point system as outlined below.

B-BBEE		Weight = 20 points if less than R50 000 000
BBBEE Status Level of Contributor		Number of Points
1		20
2		18
3		14
4		12
5		8
6		6
7		4
8		2
Non-compliant contributor		0
PRICE		= 80 points if less than R50 000 000
TOTAL BBBEE & PRICE		100

- **The Preference Point System and B-BBEE status level certification requirements as per the Preferential Procurement Policy Framework act no 5, 2000, including Preferential Procurement Regulations 2017:**

- Bidders are required to submit proof of their B-BBEE Status Level. Proof includes an original and valid B-BBEE Status Level Verification Certificate or a certified copy thereof together with their tenders or price quotations, to substantiate their B-BBEE rating claim.
- NB: A trust, consortium, or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level Verification Certificate for every separate tender.
- Bidders must ensure that the B-BBEE Status Level Verification Certificates submitted were issued by the one of the following:
 - Bidders other than EMEs must provide B-BBEE Certificate from B-BBEE verification agencies (BVA) accredited by SANAS; or
 - Bidders who qualify as EMEs, must provide a sworn affidavit signed by the EME representative and certified by a Commissioner of Oaths

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- Validity of B-BBEE Status Level Verification Certificates

➤ Verification agencies accredited by SANAS:

- These certificates are identifiable by a SANAS logo and a unique BVA number
- Confirmation of the validity of a B-BBEE Status Level Verification Certificate can be done by tracing the name of the issuing verification agency to the list of all SANAS accredited agencies. The list is accessible on https://www.sanas.co.za/?page_id=727
- The relevant BVA may be contacted to confirm whether such a certificate is valid
-

➤ As a minimum requirement, all valid B-BBEE Status Level Verification Certificates should have the following information detailed on the face of the certificate:

- The name and physical location of the measured entity.
- The registration number and, where applicable, the VAT number of the measured entity.
- The date of issue and date of expiry.
- The certificate number for identification and reference.
- The scorecard that was used (for example QSE, Specialized or Generic).
- The name and / or logo of the verification agency.
- The SANAS logo.
- The signature of the authorized person.

- Verification of B-BBEE levels in respect of Exempt Micro Enterprises (EME)

- In terms of the Generic Codes of Good Practice, an enterprise (including a sole proprietor) with an annual total revenue of R10 million or less qualifies as an EME.
- **An EME is required to submit a sworn affidavit** confirming their annual total revenue of R10 million or less and level of black ownership to claim points as prescribed by regulations 6 and 7 of the Preferential Procurement Regulations 2017.
- An EME automatically qualifies as a level 4 contributor with B-BBEE recognition level of 100% in terms of the Codes of Good Practice.
- An EME with at least 51% black ownership qualifies as Level 2 Contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.
- An EME with 100% black ownership qualifies as a Level 1 contributor with B-BBEE level of 135% in terms of the Codes of Good Practice.
- An EME that is regarded as a specialized enterprise with at least 75% black beneficiaries qualifies as Level 1 contributor with B-BBEE level of 135% in terms of Codes of Good Practice.
- An EME that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.

- Eligibility as Qualifying Small Enterprises (QSE)

- The Codes define a QSE as any enterprise with annual total revenue of between R10 million and R50 million.
- **A QSE is required to submit a sworn affidavit** confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- A QSE with at least 51% black ownership qualifies as a Level 2 Contributor.
- A QSE with 100% black ownership qualifies as a Level 1 Contributor.
- A QSE that is regarded as a specialized enterprise with at least 75% black beneficiaries qualifies as a Level 1 contributor with B-BBEE level of 135% in terms of the Codes of Good Practice.

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- A QSE that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.

- HDI (Historically Disadvantaged Individual) Ownership Status

Please tick the relevant box and provide percentage

Failure to complete this section will result in the application being declined

Ownership Status	Tick	%
Black Ownership		
Black Woman Owned Enterprise		
Youth Owned Enterprise		
People with Disability Owned Enterprise (provide a copy of the health certificate/s)		
Owned by Black People Living in Rural or Underdeveloped Areas or Townships		
South African Manufactured Products (local content)		

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The bid will be evaluated in accordance with the following:

- Administration (Stage 1) refer to page 2,
- Functionality and Capability Requirements (Stage 2) page 25, and
- BBB-EE preferential points and Price (Stage 3).

FRAMEWORK FOR TECHNICAL APPROACH AND METHODOLOGY

The AIDC will evaluate the bidder's understanding of the scope of works and site conditions.
 Bidders' response must be site specific:

STAGE 2 - Functionality and Capability Requirements

Table 1: Quality of submission in addressing criteria and sub-criteria

FUNCTIONALITY & CAPABILITIES	TYPE OF SUPPORTING DOCUMENTS REQUIRED	MAXIMUM	SCORE	MINIMUM
NB: The bidder shall achieve a minimum score of 70 points under functionality to be able to be evaluated further on pricing & BBBEE as per preferential system.		100		70
1. METHODOLOGY The bidder must provide a detailed proposal of the methodology/ approach to be used to carry out the scope of work. The proposal must clearly indicate, but not be limited to, the following: <ul style="list-style-type: none"> ○ Proposed Methodology and Outline is aligned to the SCOPE in section 3.4. ○ Project Timing Plan is aligned to completion requirement (6 months) and SCOPE in section 3.4 ○ Project Team Organogram shared. <ul style="list-style-type: none"> • Proposed Methodology and Outline achieved = 20 points • Project Timing Plan achieved = 5 points • Project Team Organogram shared = 5 points • No criteria satisfied = 0 Points 	Take guidance from the key deliverables in 3.4 KEY DELIVERABLES to prepare a proposal that needs to be included in the bid, containing: (a) the specific methodology to be used, (b) an outline for the study and (c) a high-level project timing plan d) project team organogram	30		

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2. QUALIFICATIONS AND EXPERIENCE				
PROJECT LEAD				
Qualifications of the Project Lead Personnel (must include qualifications) <ul style="list-style-type: none"> Master's degree/ NQF 9 and above = 10 points Bachelors / Honours /NQF 7/NQF 8 = 8 points National Diploma/ Diploma/ NQF 6 = 5 points No applicable qualification = 0 points AND <ul style="list-style-type: none"> Experience relevant to the scope of work Section 3.4 Policy Development, Research and Consulting in the Automotive Sector CVs of Personnel (must include years of experience) <ul style="list-style-type: none"> 10 years or more = 10 points 6 to 9 years = 8 points 3 to 5 years = 5 points < 3 years = 1 points No applicable experience = 0 points 	Attach relevant certified copy of qualification (not older than 6 months)	10		
3. TECHNICAL/INDUSTRY EXPERT				
Qualifications relevant to the trade as per Tender scope CVs of Personnel. These qualifications must be specific to Engineering, Logistics, Transport and Economics <ul style="list-style-type: none"> Master's degree/ NQF 9 and above = 10 points Bachelors / Honours /NQF 7/NQF 8 = 8 points National Diploma/ Diploma/ NQF 6 = 5 points No applicable qualification = 0 points AND <ul style="list-style-type: none"> Experience relevant to the scope of work Section 3.4 Policy Development, Research and Consulting in the Automotive Sector 	Attach relevant certified copy of qualification (not older than 6 months)	10		

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CVs of Personnel (must include years of experience) <ul style="list-style-type: none"> • 10 years or more = 10 points • 6 to 9 years = 8 points • 3 to 5 years = 5 points • < 3 years = 1 points • No applicable experience = 0 points 	Attach detailed CV with experience			
4.) REFERENCE LETTERS				
Letters of reference. Contactable Letters of reference from previous/current clients must be submitted containing information about the type of mandate, scope of work and whether the work was completed satisfactorily. <ul style="list-style-type: none"> - 3 or more reference letters specifically related to the scope of work (any one of NEV Studies, Automotive Strategy, Green Alternative Energy) = 30 points - 2 reference letters specifically related to the scope of work (any one of NEV Studies, Automotive Strategy, Green Alternative Energy) = 20 points - 1 reference letter specifically related to the scope of work (any one of NEV Studies, Automotive Strategy, Green Alternative Energy) = 10 points - No reference submitted = 0 points 	Reference letters of previous related projects containing the client's information	30		
N.B: The reference letters to contain client's information and submitted in the following format: <ul style="list-style-type: none"> • Client's Company letter head • Client's Contactable details (e.g. Physical Address, Mail, Telephone, etc.) • Awarded Description/scope of the work • Awarded Value and duration of the project (NB): AIDC reserves the right to contact the references given by the bidder				
TOTAL SCORE		100		

NB: The minimum threshold for the functionality evaluation is 70 points. The Tenderers that do not meet this minimum threshold will not proceed to the next stage of evaluation of the tender.

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C2. PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL SBD 6.1 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 Indication of the preference point system that will be used:

- 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.

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
Total points for Price and B-BBEE must not exceed	100

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 regarding preferences, in any manner required by the purchaser

2. Definitions

(a) “**B-BBEE**” means broad-based black economic empowerment as defined in section 1

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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 bidder 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

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

$$Ps = 80 \left(1 - \frac{Pt - P \min}{P \min} \right)$$

$$Ps = 90 \left(1 - \frac{Pt - P \min}{P \min} \right)$$

Where:

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

$P \min$ = Price of lowest acceptable bid

4. Points awarded for B-BBEE Status Level of Contributor

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4.1 In terms of Regulation 6(2) and 7(2) of the Preferential Procurement Regulations 2017, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution per the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. Bid declaration

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

B-BBEE Status Level of Contributor = (maximum of 10 or 20 points)
 (Points claimed in respect of paragraph 7.1 must be per the table reflected in paragraph 4.1 and must be substantiated by the relevant proof of the B-BBEE status level of the contributor.)

7. Sub-Contracting

7.1 Will any portion of the contract be sub-contracted? **Yes / No**

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

Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
Black people	✓	✓
Black people who are youth		
Black people who are women		
Black people with disabilities		

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Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. Declaration regarding company/firm

8.1 Name of company/firm:

8.2 VAT registration number:

8.3 Company registration number:

8.4 Type of company/ firm (tick the applicable box):

- Partnership / Joint Venture / Consortium
- One person business / sole property
- Close corporation
- Company
- (Pty) Limited

8.5 Describe principal business activities:

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

8.6 Company classification (tick the applicable box):

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

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

8.8 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 of the foregoing certificate, 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, 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,

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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.

Witnesses

1.

2.

Signature(s) of bidders(s)

Date:

Address:

.....

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PART D

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D1. UNDERTAKINGS BY SERVICE PROVIDER IN RESPECT OF THIS BID

1. Definitions:

- 1.1 **"The Board"** means the accounting authority of **AIDC** appointed by the Shareholder, GGDA;
- 1.2 **"Chief Executive Officer"** ["CEO"] means the CEO of **AIDC** or her/his duly authorized representative as appointed by the Board in concurrence with GGDA;
- 1.3 **"Contract"** shall include any schedule, drawings, patterns, samples attached, any agreement entered into and all other schedules attached hereto;
- 1.4 **"Contractor(s)"** means service provider/s whose bid has been accepted by AIDC;
- 1.5 **"Cost of materials"** means, as and when applicable, the cost of components, parts or materials which are intended for the production, manufacturing or assembling of the goods bid for and which are not produced, manufactured or assembled in the factory where the production, manufacture or assembly of such goods occurs, including freight, landing costs, port charges, import duties and other import costs of such components, parts or materials and all costs in connection with the handling and transport thereof prior to delivery at that factory;
- 1.6 **"Final delivery certificate"** means the document issued by **AIDC** confirming that all the known defects have been rectified and that the works, goods or services appear in good order and have been accepted;
- 1.7 **"GGDA"** means Gauteng Growth and Development Agency, the AIDC's holding company;
- 1.8 **"Letter of acceptance"** means the written communication by **AIDC** to the Contractor recording the acceptance by **AIDC** of the Contractor's bid subject to the further terms and conditions to be itemized in the contract;
- 1.9 **"Local content"** means the portion of the bid price of local goods not constituting the cost of materials imported into the Republic;
- 1.10 **"Local goods"** means goods wholly or partly produced or manufactured or assembled in the Republic
- 1.11 **"AIDC"** shall mean **Supplier Park Development Company SOC Ltd T/A AIDC**, which for the tender will also act as the "employer",
- 1.12 **"Order(s)"** means an official letter or CONTRACT issued by **AIDC** calling for the supply of goods according to a contract or bid.
- 1.13 **"Signature date"** and concerning any contract, means the date of the letter of acceptance.
- 1.14 **"Bid"** means an offer to supply goods/services to **AIDC** at a price;
- 1.15 **"Service provider"** means any person or body corporate offering to supply goods to **AIDC**;
- 1.16 **"Termination date"** concerning any contractor means the date of the final delivery certificate.
- 1.17 **"Value added"** means that a portion of the bid price does not constitute the cost of materials.
- 1.18 **"Warranties"** means collectively any and all warranties listed and otherwise (if any) given by the service provider in term of this agreement.

2. Interpretation

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2.1 In this agreement, clause headings are for convenience and shall not be used in its interpretation and, unless the context clearly indicates contrary:

- An expression which denotes:
 - any gender includes the other gender;
 - a natural person includes an artificial or juristic person and vice versa;
 - the singular includes the plural and vice versa;
- Any reference to any statute, regulation or other legislation or official policy shall be a reference to that statute, regulation or other legislation or national policy as at the signature date, and as amended or re-enacted from time to time;
- When any number of days is prescribed, such shall be reckoned inclusively of the first and inclusively of the last day, unless the last day falls on a day which is not a business day, in which case the last day shall be the next succeeding day which is a business day;
- Where any term is defined within a particular clause, other than the interpretation clause, that term shall bear the meaning ascribed to it in that clause wherever it is used in this agreement.

2.2 This bid request and any subsequent proposal and contract will be interpreted and dealt with under South African law.

3. I hereby bid:

3.1 to supply all or any of the services described in this invitation to bid and any subsequently attached documents to **AIDC**;

3.2 on the terms and conditions and in accordance with the specifications stipulated in the bid documents (and which shall be taken as part of incorporated into, this bid);

3.3 at the prices and on the terms regarding time for delivery and/or execution inserted therein.

4. I further agree that:

4.1 the offer herein shall remain binding upon me and open for acceptance by **AIDC** during the validity period indicated and calculated from the closing time of the bid;

4.2 this bid and its acceptance shall be subject to the terms and additions contained in the schedules hereto with which I am fully acquainted;

5. notwithstanding anything to the contrary:

5.1.1 should the bid be withdrawn by me within the period agreed such bid to remain open for acceptance or fail to fulfill the contract when called upon to do so, **AIDC** may, without prejudice to its other rights, agree to the withdrawal of the bid or cancel the contract that may have been entered into between me and **AIDC**.

5.2 in such event, I shall then pay to **AIDC** any additional expense incurred by **AIDC** for having either to accept any less favourable bid or, if fresh bids must be invited, the additional expenditure incurred by the invitation of fresh bids and by the subsequent acceptance of any less favourable bid;

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5.3 **AIDC** shall also have the right in these circumstances, to recover such additional expenditure by set-off against monies which may be due or become due to me under this or any other bid or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfillment of this or any other bid or contract;

6. Pending the ascertainment of the amount of such additional expenditure **AIDC** may retain such monies, guarantee or deposit as security for any loss **AIDC** may sustain, as determined hereunder, by reason of my/our default;

6.1 any legal proceedings arising from this bid may in all respects be launched or instituted against me and I hereby undertake to satisfy fully any sentence or judgment which may be obtained against me as a result of such legal proceedings and I hereby undertake to pay **AIDC** legal costs on an attorney and own client basis;

6.2 if the bid is accepted such acceptance may be communicated by letter or facsimile and that proof of delivery of such acceptance to SA Post Office Ltd shall be treated as delivery;

6.3 the law of the Republic of South Africa shall likewise govern any contract created by the acceptance of this bid.

7. I have satisfied myself as to the correctness and validity of this bid, that the price and rates quoted cover all the work/items specified in the bid documents, the price and rate cover all obligations under a resulting contract and I hereby accept that any error regarding price and calculations shall be at my risk.

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

9. Notwithstanding the amount of cause of action involved, I hereby consent to the jurisdiction of the Magistrate Court for the District of Johannesburg in respect of any action whatever arising from this contract.

10. I declare **participation/no participation** in the submission of any other offer for the supply/services described in the attached documents, and the other service provider(s) involved (if applicable) is:
.....

11. Service provider's information - is as furnished elsewhere in this bid response and will be re-confirmed during the contracting process, in the event this bid is successful.

12. The Service provider hereby offers to render all or any of the services described in the attached documents to AIDC on the terms and conditions and in accordance with the specifications stipulated in these tender documents (and which shall be taken as part of, and incorporated into, this proposal at the prices inserted therein).

13. Bids submitted by companies must be signed by a person or persons duly authorised thereto by a resolution of a Board of Directors, a copy of which Resolution, duly certified be submitted with the bid.

14. I hereby agree that the offer herein shall remain binding and receptive for acceptance by

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AIDC during the validity period indicated and determined from the closing hour and date of the tender; this proposal and its acceptance shall be subject to the terms and conditions contained in this tender document.

15. I furthermore confirm correctness and validity of the tender response, that the price and rates quoted, cover all works/items specified in the tender response documents, that the price and rates cover all obligations under a resulting contract and that any errors made regarding such are at my risk.
16. I hereby 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.

D2. GENERAL CONDITIONS OF CONTRACT (GCC)

The purpose of this Section D2 is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders (see attached Annexure A).
- (ii) The GCC will form part of all bid and contract documents.
- (v) Special Condition of Contract pertaining to contracts of this nature will be negotiated with the successful bidder.

D3. SPECIAL CONDITIONS OF CONTRACT (SCC)

1. Definitions

The terms shall be interpreted as indicated in the General Condition of Contract (Annexure A)

2. Application

- 2.1 These SCC 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, SCC are also laid down to cover specific supplies, services or works.
- 2.3 Where such SCC conflict with general conditions, the special conditions shall apply.

3. Standards

- 3.1 The service rendered shall conform to the standards mentioned in the bidding documents and specifications.

4. Performance Security

- 4.1 Within thirty (30) days of receipt of the notification of contract award, the successful service provider shall furnish to the client the performance security of the amount specified in SCC

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4.2 The proceeds of the performance security shall be payable to the client as compensation for any loss resulting from the service provider's failure to complete his obligations under the contract.

4.3 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the client and shall be in one of the following forms:

- 4.3.1 a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the client's country or abroad, acceptable to the client, in the form provided in the bidding documents or another form acceptable to the client; or
- 4.3.2 a cashier's or certified cheque

4.4 The performance security will be discharged by the client and returned to the service provider not later than thirty (30) days following the date of completion of the service provider's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

5. Insurance

5.1 The service rendered 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. The contractor will ensure that the insurance liability cover is adequate. Proof of insurance shall be submitted within 7 days of issue of letter of appointment.

6. Payment

- 6.1 The method and conditions of payment to be made to the service provider under this contract shall be specified in SCC.
- 6.2 Monthly payment for the goods and services as per tender scope.
- 6.3 Payment will be made in South African Rand unless otherwise stipulated in SCC.
- 6.4 It is the requirement of AIDC for the successful bidder to maintain a valid Tax Compliance status and a valid CSD Status (National Treasury CSD Number must be provided) for the duration of the project. Therefore, a new valid Tax Compliance must be provided upon expiry of the previous one. The Tax Status will continuously be checked on SARS on-line system during the duration of the contract.

7. Prices

7.1 Prices charged by the service provider for services performed under the contract shall not vary from the prices quoted by the service provider in his bid, except for any price adjustments authorized in SCC or in the client's request for bid validity extension, as the case may be.

8. Assignment

8.1 The service provider shall not assign, in whole or in part, its obligations to perform under the contract, except with AIDC's prior written consent.

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8.2 AIDC on the other hand will in due course have the right to assign its contract with the service provider to another legal entity owned by the Gauteng Provincial Government. Due written notice will in such an instance be provided to the service provider.

9. Subcontracts

9.1 The Service Provider shall not subcontract work without the prior written consent of AIDC.

10 Early Termination

1.1. The AIDC can provide a 30-day notice period for earlier termination if the AIDC needs to participate in a transversal contract from Treasury, DED or GGDA on an earlier date than this contract's end date.

I, the service provider, has read the above PARTS E1, E2, E3 and "General Condition of Contract" (Annexure A) and confirm that I/we fully understand and comprehend its meanings intentions, provisions, stipulations and conditions as related to this invitation to bid.

Signed aton this..... day of20...

Signature of service provider (same person as in PART A)

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