



REQUEST FOR QUOTATION

**INVITATION TO BID FOR THE APPOINTMENT OF A  
SERVICE PROVIDER**

**FOR**

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**MV INFRASTRUCTURE (ELECTRICAL) SOLAR  
INSTALLATION IN MOUNTAIN ZEBRA NATIONAL PARK  
(MOUNTAIN COTTAGES)**

RFQ NO.

**SANP-183095-22**

# REQUEST FOR QUOTATION

You are hereby invited to submit a price quotation for:

## MV INFRASTRUCTURE (ELECTRICAL) SOLAR INSTALLATION IN MOUNTAIN ZEBRA NATIONAL PARK (MOUNTAIN COTTAGES)

RFQ NUMBER:	SANP-0185899-22
ADVERTISEMENT DATE:	01 March 2023
CLOSING DATE:	09 March 2023
CLOSING TIME:	12:00
BID DOCUMENT DELIVERY ADDRESS:	frontierscmquotations@sanparks.org (Please note that any submissions made to any other email other than the designated email will not be accepted)
BID VALIDITY PERIOD:	90 days (commencing from the RFQ Closing Date)
TECHNICAL RELATED QUERIES	Petrus Schoeman <a href="mailto:petrus.schoeman@sanparks.org">petrus.schoeman@sanparks.org</a> / 083 388 4164
SCM RELATED QUERIES	Bandisiwe Mda <a href="mailto:Bandisiwe.mda@sanparks.org">Bandisiwe.mda@sanparks.org</a> / 042 233 8661

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

Bidders shall submit proposal responses in accordance with the prescribed manner of submissions as specified above. Bids received after the time stipulated shall not be considered.

Where applicable, the successful bidder will be required to fill in and sign a written Contract Form (SBD 7).

Bidders are not allowed to contact any other SANParks staff in the context of this RFQ other than the indicated officials under SBD 1 or as indicated above.

**NB:** No proposal shall be accepted by SANPARKS if submitted in any manner other than as prescribed above.

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS</b>					
BID NUMBER:	SANP-183095-22	CLOSING DATE:	09 March 2023	CLOSING TIME:	12:00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR MV INFRASTRUCTURE (ELECTRICAL) SOLAR INSTALLATION IN MOUNTAIN ZEBRA NATIONAL PARK ( MOUNTAIN COTTAGES)				
<b>BID RESPONSE DOCUMENTS MUST BE SENT TO THE DESIGNATED EMAIL ADDRESS</b>					
frontierscmquotations@sanparks.org					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	BANDISIWE MDA		CONTACT PERSON	PETRUS SCHOEMAN	
TELEPHONE NUMBER	042 233 8660		TELEPHONE NUMBER	083 388 4164	
E-MAIL ADDRESS	bandisiwe.mda@sanparks.org		E-MAIL ADDRESS	petrus.schoeman@sanparks.org	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW ]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?					<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?					<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?					<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?					<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?					<input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b> 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b> 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. 1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>	<b>2. TAX COMPLIANCE REQUIREMENTS</b> 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA. 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED. 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."
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**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

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

DATE:

.....

## **1. PURPOSE**

The purpose of this RFQ is to appoint an accredited electrical contractor to supply, install, and commission the solar and electrical installations at Mountain Zebra National Park, Mountain cottages

## **2. BACKGROUND**

South African National Parks (SANParks) is a public entity functioning under National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003); with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: public entities.

SANParks' operations are totally guided by its vision statement and mission statement. As a public entity, the organisation is committed to act in pursuance of transformation of South Africa's society in support of entrenching South Africa's democracy. In this regard, the organisation has adopted a transformation mission to guide its efforts accordingly.

## **3. SCOPE OF WORK**

Supply, install, and commission solar and electrical installations at Mountain Zebra National Park, Mountain cottages

- 2 X Mountain cottages solar and electrical wiring upgrade

### **3.1 Staff house solar requirement**

- 3.1.1** Supply, installation and commission solar equipment 5KW/48V Hybrid system as specified to the respective dwelling/ positions in MZNP. The solar plant /system is required to be integrated (Mechanical and electrical) with lithium ion batteries ,
- 3.1.2** The cottages require tube and wiring to accommodate the AC side for lights and equipment
- 3.1.3** All interfacing with the house electricity wiring to be done in conjunction with SANS and standards applicable , as the applicable contractor need to evaluate and recommend the prospect with this quote for the conventional house wiring practices in detailed quote and paper trail of tests conducted
- 3.1.4** Safety devices and indicating devices etc, and other integration equipment ,installation to conform to directive and specifications packs and enclosure material to be supplied and installed as per regulations and standards to ensure the system is functional and

safe. All material to be of quality standards and in line with SANS for AC and DC power.

### **3.1.5 Solar panels to be roof mounted structures**

- 3.2.1 The equipment to be installed into the buildings closes to the relevant DB's inside the house and the panels for mounted on structures –best practice principals
- 3.2.2 The wiring and integration too the house and standby equipment to connect within a surface mounted DB placed over the current DB or alongside , to accommodate all needs requirement
- 3.2.3 Both building and new standby equipment to be certified and render compliant to SANS 10142-1-3rd edition [COC's]
- 3.2.4 Surge arresters to be provided for the house [220V] in the DB if not installed
- 3.2.5 All wiring exposed to be in tubing relevant preferable galvanised /bosal to prevent sun /heat exposure .best practice principal to be used in due diligence
- 3.2.6 Where wiring is entering the house through the roof proper sealing to be done and guaranteed
- 3.2.7 Required rating shall rate overhaul 6KA

### **3.3 Electrical**

- a. All reticulation to and from supply and equipment to be included for functionality operating the system as standby power for the dwellings to conform to SANS 10142-1-3rd edition and relevant regulations and by laws including Standards for solar and commercial electrical integration
- b. The current infra structure to be tested and COC compliant - faults to be quoted in detail and presented to the Park for evaluation
- c. Material and test equipment to be provided by the appointed contractor
- d. Compliance certification to be presented on commissioning as per legislation and by laws of the area installed for each point in the RFQ
- e. All relevant standards for electrical installing and earthing and bonding will apply to this project
- f. All cable and wiring to be covered by and protected by sleeving and trunking or relevant material to make it touch proof and not easy assessable inside the dwelling secured and lock out to prevent accidental or deliberate access

### **3.4 Mechanical**

- 3.4.1 All relevant specifications to be adhered to regarded as priority in design and supply
- 3.4.2 if special requirement is needed, for reticulation and installation to be provided on the quote in detail specifications for Arid conditions conformance [wind and heat/cold exposure ]

### **3.5 General**

- 3.5.1 All work to conform to OHS act 85 of 1993 regulations standards and risk profiles each contractor is responsible to maintain the relevant

documentation on health and safety, to be able to provide the information to the relevant Park on request

- 3.5.2 Material risks to be mitigated by the contractor and will be his responsibility till after commissioning, and remaining warranty period
- 3.5.3 The liability in terms of the products specified, supplied and installed:
  - 3.5.3.1 Require that the defective equipment / faulty part to be provided and replace within the 14 days window to eliminate penalties, this apply to product installation and product operation failure this is for the period of warranty as specified in the RFQ equipment as per supplier specified
  - 3.5.3.2 The installation warranty effective date commences on day of commission and Handover where all parties signed off the documents received.

#### **4. Commissioning**

The commissioning will be effective and acknowledged when the following is signed off on site by the authorized accredited person from Sanparks [Technical division]

#### **5. Service level Agreement**

SLA will be required to ensure warranty for 12 months trouble free and technical assistance is rendered to performance analytics and technical support – min two visits required and quoted for with relevant documentation after each visit presented to the Park to ensure all operations is functional and optimal correct.as referred to the Pricing schedule

##### **5.1 Documentation required on the day of commissioning**

- Product manual and maintenance manuals / settings and training
- Warranty certificate
- COC for solar integration with the building [AC /DC]
- COC for the admin building
- As build drawings and wiring diagrams

Note payment will not commence before above criteria is met in 4.1

##### **Note1:**

1.1 All quotes to be made in detail break down format

1.2 All additional work generated not specified in the RFQ for compliance to be made out on a separate quotation

If not rectified during this process indicated or quoted but has bearing reference to COC compliance

#### **6. Location of The Works**

The Site of Works is situated within the Mountain Zebra National Park, Off R61 / GraaffReinet Road, 24km Cradock, Eastern Cape.

## **7. TIMELINES**

Upon appointment the recommended service provider is expected to deliver the goods within a period of two (2) weeks from the date of issue of a purchase order. In the event that the supplier fails to deliver the goods, SANParks retains the right to take which ever steps are necessary to alleviate the situation. This may include the involvement of other suppliers or contractors and the contractor will not have any claim resulting from actions taken by SANParks.

## **8. RESPONSIBILITIES OF SANPARKS**

- To provide the tendering company with information that will assist in submitting the tender.
- Give indication of unsatisfactory performance to the attention of the company's management for improvement and expect feedback on how such unsatisfactory performance or bad behaviour will be prevented for future occurrences.
- Effecting payment within 30 days from date of receipt of original tax invoices

## **9. RESPONSIBILITIES OF THE BIDDER**

- The bidder shall act in good faith in conducting and providing services for the duration of the tender.
- The bidder shall adhere to the terms and conditions of the RFQ.
- The service provider will render the service as required and as per the RFQ terms and conditions for the duration of the contract period.



## 10. SPECIAL CONDITIONS

### (i) Local Content Declaration : Solar

Item No.	Description of item (s)	Percentage threshold for local content	Bidder's declaration (%) on local content	No local content to declare Yes/No
1	Invertor ( Must be assembled locally)	40%		
2	Mounting Structure	90%		
3	Module Frame	65 %		
4	DC Combiner boxes	65 %		
5	Laminated PV Modules	15%		
<b>Name of the bidder</b>				
<b>Signature</b>				
<b>Date</b>				

- ii) General and Special Conditions of Contract The General Conditions of Contract (GCC) available on the National Treasury website [www.treasury.gov.za](http://www.treasury.gov.za) will be applicable to this closed quotation as well as Special Conditions of Contract (SCC) (if applicable) forming part of this set of quotation documents in addition to the conditions and information. Where the GCC and SCC are in conflict with one another, the stipulations of the SCC will prevail.
- iii) The service provider may not assign or subcontract any part of the order without the written consent of the Mountain Zebra National Park - SANParks.
- iv) All goods or services purchased will be subjected to inspection by SANParks management
- v) An official order will be issued before commencement of works to Mountain Zebra National Park.

## 11. EVALUATION PHASES

### **PHASE 1 COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS**

In this phase All proposals received will be verified for compliance and completeness of the submitted proposal per the set of minimum requirements

### **PHASE 2: MANDATORY REQUIREMENTS**

- Compliance responsiveness criteria

### **PHASE 3: PRICE AND SPECIFIC GOALS**

Price	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

## 12. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents)

The verification during this phase is to assess the bid responses for purposes of verifying compliance with RFQ requirements, whereby a bidder may be disqualified if they do not fully comply which requirements as stipulated below:

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of a quotation on the company letterhead,
- Submission of fully completed SBD 4 (Bidder's disclosure),
- Submission of fully completed SBD 6.1
- Submission of fully completed SBD 7.1 (Contract Form)

## 13. CENTRAL SUPPLIER DATABASE INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database)

## PHASE 2: MANDATORY RETURNABLE DOCUMENTS

Bidders who fail to comply with the below requirements **will** be eliminated and not progress to the next phase of evaluation. Bidders who comply with the below will progress to the next phase of Price and Preference Evaluation.

Description of requirement	Indicate COMPLY/NOT COMPLY	Comment or reference to proposal
<b>GENERAL</b>		
Provide a valid proof of registration as an Installation Electrician (IE) from the Department of Labour		
Tenderers with a CIDB Grading level of 1 EB or higher are eligible to apply. Proof of CIDB Grading Registration must be provided		
Submit a company profile. Service providers should at least have ten (10) years of experience in supply and installation of solar system		
Relevant Project Experience. The bidder must submit at least two (3) relevant projects (current or past), indicate the client name, description of the project, value of contract, period which the project was performed and contact details of the client. <b>(Attach an appointment letter / reference letter/ purchase order for each of the project provided)</b>		

## PHASE 3: PRICE AND SPECIFIC GOALS

The following weighting will apply to price and specific goals:

Criteria	Points
Price	80
Specific Goals	20
<b>Total</b>	<b>100</b>

#### **14. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)**

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.

As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

#### **15. FINANCIAL PAYMENT**

Payment will be effected in accordance to the PFMA (within 30 days of receipt of invoice) after delivery of goods.

#### **16. FINAL AWARD**

SANParks recommends the bidder who has quoted on all the items as required in terms of the RFQ for the contract award subject to the bidder having supplied the relevant administrative documentation and complied in all aspects with the terms and conditions and requirements of the RFQ.

## 17. PRICING

HYBRID SOLAR INSTALLATION FOR MZNP MOUNTAIN COTTAGES				
Item No	Item Description	Quantity	Unit Price	Price Excluding VAT
1	PV INVERTER WITH STORAGE 5KW/48V	2		
2	4 Panel framed ibr/corr flush portrait packaged	2		
2	a cabinet to fit all equipment as to public and personal safety with a lockable device / if not used to be omitted on quote	2	Quote only	
3	Solar Panel equivalent to “ Canadian Solar 455w”	24		
4	<p>Proposed material but not limited to comply to integration</p> <ul style="list-style-type: none"> <li>50MM INVERTER TO BATTERY CONNECTION SET</li> <li>COMPLETE BATTERY COMBINER</li> <li>PV FUSE BOX FOR 5KW INVERTOR [PREF SUNSYNK ]</li> <li>25A AC DISTRIBUTION BOARD FOR 5KW [SUNSYNK]</li> <li>MALE / FEMALE SET SOLAR CONNECTORS</li> <li>PV CABLE BLACK 6MM /10MM – [red and black 70m]</li> </ul>	Sum		
5	BSL BATTERY 51.2V 135Ah CANBUS (7kWh)	4		
	<p>Tube and wire cottages , Detailed quote and re- measurable</p> <p>1.two [2] light circuit /cottage</p> <p>2. one plug [1] circuit/per cottage servicing the 16 A stove plug in type no additional plugs</p> <p>3. one [1] geyser 3KW circuit /cottage</p> <ul style="list-style-type: none"> <li>Norflex surflix to be used</li> </ul>	Sum		

	<ul style="list-style-type: none"> <li>only</li> <li>PVC tubing 20mm and PVC boxes surface mounted</li> <li>12 Way DB box wall mounted</li> <li>Disconnectors/earth leakage and C/B 6KA rating</li> <li>Outside lights</li> <li>Load limiter</li> <li>Geyser timer / lithium batt back up</li> <li>Day night switch on light circuits</li> </ul>			
6	CPT AC Surge Protection Device, Type 2, 2 poles, Single Phase, 40kA(8/20),230V TT, earthing system in outside DB	2		
7	Isolated earth wire and lugs respectively 100m for all installing points	Sum		
8	Earth spike - SABS approved 2.4m long, 16mm diameter, grade A copper coated earth spike complete with termination bar for lugged connections	2		
9	Compliance of electrical installation infra structure of each house individually – detailed fault list for each house	Sum		
10	Add any disbursements not listed above/ logistical cost or material to complete the installation not specified in detail listing	Sum		
11	Maintenance manuals and certification test results , COC's summary and commission	Sum		
			<b>TOTAL</b>	R
			<b>VAT</b>	R
			<b>GRAND TOTAL</b>	R

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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

Where a person/s 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<sup>1</sup> 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 / 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/NO**

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<sup>1</sup> 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.

2.2.1 If so, furnish particulars:

.....  
.....

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

2.3.1 If so, furnish particulars:

.....  
.....

### 3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> 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

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



provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

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 **To be completed by the organ of state**

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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 PREFERENCE POINT SYSTEMS

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

**80/20**

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

Where

- Ps = 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 points is allocated for price on the following basis:

**80/20**

$$Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

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	Source Documents to be used for Evaluation	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Procurement Recognition Levels)	<ul style="list-style-type: none"> <li>Valid BBEE certificate issued by SANAS accredited verification Agency</li> <li>Affidavit (CIPC, DTIC Sworn affidavit)</li> </ul>	10 Level 1: 20/20 x 10 = 10.00 Level 2: 18/20 x 10 = 09.00 Level 3: 14/20 x 10 = 07.00 Level 4: 12/20 x 10 = 06.00 Level 5: 8/20 x 10 = 04.00 Level 6: 6/20 x 10 = 03.00 Level 7: 4/20 x 10 = 02.00 Level 8: 2/20 x 10 = 01.00	
Black Ownership/Shareholding	<ul style="list-style-type: none"> <li>Valid BBEE certificate issued by SANAS accredited verification Agency</li> <li>Affidavit (CIPC, DTIC Sworn affidavit)</li> <li>Financial statement</li> </ul>	Total Points : 5 % Shareholding and Points allocation out of total of 5 points; 76% to 100% = 5 61% to 75% = 4 51% to 60% = 3 40% to 50% = 2 20% to 39% = 1 0% to 19% = 0	
Local suppliers adjacent to SANParks operations and within 250km radius from Addo Elephant National Park	<ul style="list-style-type: none"> <li>Recent municipal rates and taxes bill</li> <li>Letter from traditional authorities confirming business address</li> <li>Signed and valid Lease agreement</li> <li>Proof of ownership</li> </ul>	Total points : 5	

## 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:** .....  
.....  
.....

## CONTRACT FORM - PURCHASE OF GOODS/WORKS

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

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

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution)..... in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due 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.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

#### WITNESSES

1 .....

2. ....

DATE: .....



## CONTRACT FORM - PURCHASE OF GOODS/WORKS

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

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

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

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

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

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

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#### WITNESSES

1. ....

2. ....

DATE .....

