



SCM Division  
Radio Park, Henley Road  
Auckland Park 2092  
Johannesburg  
Private Bag X1  
Auckland Park 2006

**REQUEST FOR QUOTATION (RFQ)**

RFQ	RFQ/LOG/2023/131
RFQ ISSUE `DATE	13 DECEMBER 2023
RFQ DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR PREVENTATIVE MAINTENANCE, TECHNICAL SUPPORT, REPAIRS OF CHILLERS AND STANDALONE CHILLER UNITS AT SABC AUCKLAND PARK FOR A PERIOD OF THREE (3) YEARS
COMPULSORY BRIEFING SESSION / SITE INSPECTION	DATE: 16 JANUARY 2023 TIME : 11h00 AM VENUE: SABC AUCKLAND PARK JOHANNESBURG - TV NEW RECEPTION ARTILERY ROAD ENTRANCE 07
CLOSING DATE & TIME	23 JANUARY 2024 AT 12H00

Submissions must be electronically emailed to [RFQSubmissions@sabc.co.za](mailto:RFQSubmissions@sabc.co.za) on or before the closing date of this RFQ.

The Tenderer shall have a CIDB Grading of minimum **3ME OR HIGH** . The Tenderer shall provide a valid and active certificate at the time of closing and at the time of award

For queries, please contact Sipiwe Makhubo via email: [Tenderqueries@sabc.co.za](mailto:Tenderqueries@sabc.co.za)

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

TELEPHONE : \_\_\_\_\_

FAX NO. : \_\_\_\_\_

E MAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CELL NO: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_

## NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All submissions should be prominently marked with the following details in the email subject line:
  - **RFQ Number and bidders' name.**
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email.
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
  - receipt of incomplete bid
  - file size
  - delay in transmission receipt of the bid
  - failure of the Bidder to properly identify the bid
  - illegibility of the bid; or
  - Security of the bid data.

**NB: THE BIDDER SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF SEVEN DAYS**

**NOTES ON COMPULSORY SITE BRIEFING**

1. Any bidder who wishes to participate in the compulsory site inspections, which are scheduled on **Tuesday, 16 January 2024**, at the SABC Auckland Park - (TV Centre New Reception), may do so at the scheduled time of **11:00am**.
2. Report to Reception **15 Minutes** before in order to make arrangements with the Protection Service to gain access to the Facility.
3. Personnel representing the bidders are advised to wear Personal Protective Equipment (safety shoes) and please bring along your Id or Driver’s license to gain access to the **SABC Auckland Park** Facility and all bidders will be required to complete and sign the attendance register on the day of the compulsory site briefing.

**FIRST PHASE – PREQUALIFICATION CRITERIA: MANDATORY DOCUMENTS**

All bid respondents must submit mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation.

MANDATORY REQUIREMENT		COMPLY/ COMPLY	NOT
1.	The Tenderer shall have a CIDB Grading of minimum <b>3ME OR HIGH</b> . The Tenderer shall provide a valid and active certificate at the time of closing and at the time of award		
2	The service provider must have an approval from York / Johnson Controls AND TRANE OEM		
3	2x Refrigeration Technicians with the certificate of safe handling of refrigerants		

**NON-SUBMISSION OF ALL THE ABOVE MANDATORY DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION.**

## 1. REQUIRED DOCUMENTS

- 1.1 Submit proof Central Supplier Database (CSD) registration.
- 1.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
- 1.3 (Verification will also be done by the SABC internally).
- 1.4 Valid Tax Clearance Certificate or SARS "Pin" to validate supplier's tax matters.
- 1.5 Original or Certified copy of Valid BBBEE Certificate (from SANAS accredited Verification Agency)
- 1.6 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.7 Certified copy of Shareholders' certificates.
- 1.8 Certified copy of ID documents of the Directors or Members.

**NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TAX MATTERS ARE NOT IN ORDER.**

**NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TV LICENCE STATEMENT ACCOUNT IS NOT VALID.**

**NO CONTRACT WILL BE AWARDED TO ANY BIDDER WHO IS NOT REGISTERED ON THE CSD**

## DETAILED TECHNICAL SPECIFICATION

### 1. Background

The South African Broadcasting Corporation, SABC, has its Head Office in Auckland Park, Johannesburg. The Head Office comprises of two adjacently located buildings i.e., Radio Park and TV Centre.

The SABC is South Africa's national public broadcaster. The company's objectives are to provide a comprehensive range of distinctive programmes and services with the view to inform, educate, entertain, support and develop culture in all 11 official languages. Currently, the company's principal activities comprise of Television and Radio broadcasting utilizing 19 radio stations and 5 television channels. All these offerings should be kept running for 24 hours a day in line with the mandate and agreed strategic operations parameters of the organization.

The chillers and standalone units provide cooling to server rooms, thermal comfort to building occupants and improves air quality in the buildings. Therefore, without chilled air the critical equipment in the server rooms will overheat and fail resulting to broadcasting blackouts. The maintenance contract between SABC and Million-Air Services is about to expire hence a new contract is required. Internally we do not have capacity and skill set to do the services in house.

Failures and breakdowns of the chillers and standalone chiller units affect the business operations and results in loss of income to the organization. Furthermore, it causes reputational damaged to the SABC brand due broadcasting blackouts. The users of these facilities are also exposed to major health and safety risk if not maintained in line with the original manufactures' specification. It is anticipated that this proper planned maintenance and schedule repairs will improve the operation and lifespan of the assets.

### 2. Scope of Services/Work

The services must be done in accordance with equipment manufacture's (OEM) schedules and specification, service provider to use best industry materials, provide good workmanship. The extra spares, materials or labour will be paid over and above the contract price by SABC. The technician(s) must have a valid refrigeration gas safe handling certificate.

Schedule of services: three quarterly services and one annual service per year on the following units:

- Main Trane Water-cooled Chiller x 3 (all located at TV Campus)
- York Centrifugal Water-cooled Chiller x 2 (both located at TV Campus)
- York Air-cooled Screw Chiller x 2 (one located at Radio Campus and one at TV Campus)

- Dunham Busch Chiller Unit (water-cooled) x 1 (located at Radio Campus – D1 Roof)
- Dunham Busch Chiller Unit (air-cooled) x 2 (located at Radio Campus – M1 Entrance)
- Dunham Busch Chiller Unit (air-cooled) x 2 (located at TV Campus)
- Carrier Standalone Chiller Unit x 1 (located at Radio Campus – A3 Production Studios)
- LG VRV Standalone Chiller Unit x 1 (located at Radio Campus)
- Secondary Chilled Water Centrifugal Pump set (Motor & Pump) x 2 (located at Radio Campus)

#### Chillers Quarterly Service

- Operate chiller for at least 30minutes prior to logging all necessary readings to calculate systems performance.
- Complete system analyses and record all log readings and compare against design specifications.
- Check compressor oil level and pressure.
- Take oil sample for analysis at SANAS accredited laboratory and results to be included on the service report.
- Repair any refrigerant and oil leaks found without pumping the system down.
- Clean system control panel.
- Check all operating and safety controls and note these on the service report.
- Visually inspect and repair chilled water pumps, condenser water pumps, starter panels, starter. Note any anomaly on the service report.
- Inspect cooling towers for correct operation and excessive fouling.
- Furnish a comprehensive service report.

On completion of the quarterly service, a complete heat balance will be calculated and a comprehensive report detailing all work done and all faults found.

#### Chillers Annual Service

- Operate the chillers until the system has stabilized, record all log readings in order to analyse system performance before commencing with the service.
- Transfer refrigerant to refrigerant pump down unit with a transfer unit to minimise refrigerant loss.
- Replace oil (should be discarded correctly and disposal certificate should be provided).
- Replace oil filters and refrigerant filters.
- Take oil sample for laboratory analysis at SANAS accredited laboratory and results to be included on the service report.
- Charge the compressor with new refrigerant oil.
- Remove safety valve and sent it to an approved third party for calibration and certification.

- Inspect condenser tubes for fouling, and if required, chemically clean or high pressure clean the tubes for optimum performance.
- Check cooling coils for distortion and signs of corrosion.
- Clean and check control panel, chilled water pumps, condenser water pumps, motors, starters for defects.
- Check and ensure optimal chilled water flowrate is maintained (ensure no leaks).
- Water analysis and corrosion control test to be done.
- Re-install pressure safety valve and inspect the entire refrigeration circuit for leaks.
- Pressure test the system with dry nitrogen and repair any leak(s) found. Pressure test will be witnessed by SABC representative.
- Evacuate the system to at least 3mm Hg and hold for a period of time to ensure system tightness and that the system is free of moisture or other non-condensable liquids.
- Conduct megger test motor windings to test condition of electrical insulation.
- Check electrical power supply, safeties and current protection.
- Charge system with refrigerant, start and check compressor changeover operating sequence.
- Check for unusual knocks, noises and vibrations.
- Record all readings, analyse system and compare with original specifications.
- Generally clean equipment and plant room areas.
- Furnish a comprehensive service report.

On completion of the annual service, a complete heat balance will be calculated and a comprehensive report detailing all work done and all faults found should be submitted. Any recommendations or improvements required should also be noted in this report.

#### Included in the Scope of Work

All labour, travelling, transport, spares and consumables to carry out the above work. Allow for the supply and fitment the following spare parts for the annual service on the chillers, split units and standalone units: sensors and switches, condenser pumps, oil pumps, starters, actuators, Trane lube oil filters, hoses, clamps, Trane Ester refrigeration oil 023E or 048E, contactors, cables, R134A refrigerant gas, R22 refrigerant gas, R410 refrigerant gas, O-rings, refrigerant/liquid driers, strainers, nitrogen gas, condenser cleaning chemicals, bearings, gaskets, Johnson logic controller, compressors, timers, relays, expansion valve, pressure transducer, commander drive, gland packings, mechanical seals, flexible connections, v-belts, pulleys and consumables.

## 2.1 Access

SABC Auckland Park is a National Key Point, and the appointed service provider shall comply with all access and security requirements.

## 3 Chillers and Standalone Units Information

Make	Type	Rating	Qty	Location
Dunham Busch (water-cooled)	Model: ACCS23-SE SN: 2A92000036	R22 Gas, Full Load Amps – 52A, Voltage – 400V	1	SABC Auckland Park. Radio Campus
Dunham Busch (air-cooled)	Model: ACCS-320, SN: 2A61000441	TBA	2	SABC Auckland Park. Radio Campus
LG (Variable Refrigerant Volume)	Multi-V IV	R410A Gas	1	SABC Auckland Park. Radio Campus (Wellness Centre)
Carrier Unit	Model: 30RBS-045- 0243-PE, SN: M2012352162	P – 23.2KW, R410A Gas, V – 400V	1	SABC Auckland Park. Radio Campus (AB Studio)
York Air-cooled Screw Chiller	Model: YVAA0413GLH50B AVNXXXEAXLXXX X5043XOSXX203X3 SZSA2BMXHDX1X XXXXBXXMX SN: 11531L43213717	R134A, V – 400V, 3KVA	1	SABC Auckland Park. Radio Campus
Secondary Chilled Water Tertiary Pumpset (Motor & Pump)	Centrifugal Pump Model: FNS-AIX250- 40CI.BZ.MS SN: 8104	P (motor) – 132KW, N – 1450RPM	2	SABC Auckland Park. Radio Campus
Dunham Busch (air-cooled)	Model: ACCS-320	TBA	2	SABC Auckland Park. TV Campus



York Air-cooled Screw Chiller	Model: YVAA0413GLH50B AVNXXXEAXLXXX X5043XOSXX203X3 SZSA2BMXHDX1X XXXXBXXMX	R134A, V – 400V, 3KVA	1	SABC Auckland Park. TV Campus
York Water-cooled Trane Chiller	1. SN: U04H07130 (R Series) 2. SN: U04G07129 (R Series) 3. Model: RTHCE3, SN: EKL3102	R134A Gas, P – 301KW, 1200VA, I (max) – 488A, V – 400V	3	SABC Auckland Park. TV Campus
York Centrifugal Water-cooled Chiller	MAXE Centrifugal Chiller, Model: YK14K4K15CXGS	R134A, V – 400V,	2	SABC Auckland Park. Radio Campus New

## 2. RFQ Response Information

### Effective Date of Bid

Vendors should state in writing in its quotation to the SABC that all furnished information, including price, will remain valid and applicable for 90 days from the date the vendor quotation is received by the SABC.

### 3. Duration of the Contract

Three (3) years contract

### 4. Evaluation criteria

#### a. BBBEE and Price

The RFQ responses will be evaluated on the **80/20** points system

**b. Technical Evaluation**

- i. The tender submission) will be technically evaluated out of **100**
- ii. A minimum threshold of **50 out of a maximum of 100** has been set. **Tenderers also need to meet the minimum threshold per criterion as set out in the table below.**
- iii. Bidders achieving less than the set threshold will be declared non-responsive and therefore will not continue forward for evaluation of BBEE & Price Preference.

**c. Paper Based Evaluation Criteria**

Evaluation area		Evaluation Criteria	Min. Points	Max Points
Technical Approach	<ul style="list-style-type: none"> <li>- Approach shows a computerized or digitized maintenance management system (web accessible) which will be utilized to assign, track, and close off work orders. Furthermore, the approach shows how digitized maintenance management system links with field handheld electronic maintenance devices.</li> <li>- Approach shows a computerized or digitized spares management system (Web accessible) which will be utilized to manage inventory or spares.</li> <li>- Approach shows a computerized or digitized document management system (web accessible) which will be utilized to manage documents generated through maintenance works.</li> </ul>	<p>30 points- Full compliance with requirements 1 – 5.</p> <p>15 points- Some of the requirements not submitted, but at least 4 requirements met.</p> <p>0 points- Less than 4 requirements met.</p>	<b>15</b>	<b>30</b>

	<p>- Approach shows how types of control modes will be applied to different controlled equipment in the Chiller system.</p> <p>- Approach shows a standby roster for full year including senior support staff and escalation</p>			
<p>Technical requirements and years of experience of key personnel as per the evaluation criteria- (Proof of certified qualifications and relevant experience should be included in the resources' CV's).</p>	<p>Site Manager/ Supervisor</p> <p>2x Electricians</p> <p>Control Technician</p> <p>1x Mechanical Fitter</p>	<p>4 points- SAQA Accredited Trade Test (Refrigeration) PLUS Certificate in Safety or Project Management. 10 points- N4 or Higher PLUS SAQA Accredited Trade Test (Refrigeration) PLUS Certificate in Safety or Project Management</p> <p>5 points- SAQA Accredited Trade test (Electrician) with 3 years' experience and Wireman's license. 10 points- SAQA Accredited Trade test (Electrician) with 5 years' experience and Wireman's license</p>	<p><b>5</b></p> <p><b>5</b></p>	<p><b>10</b></p> <p><b>10</b></p>

		<p>6 points- SAQA Accredited Control and/or Instrumentation Trade test certificate with 3 years' experience. 10 points- SAQA Accredited Control and/or Instrumentation Trade test Certificate with 5 years' experience and Technical Diploma or higher</p>	<b>5</b>	<b>10</b>
		<p>5 points- SAQA Accredited Trade certificate (Mechanical) with 3 years' experience. 10 points- SAQA Accredited Trade certificate (Fitter) with 5 years' experience.</p>	<b>5</b>	<b>10</b>
<p>Ability to respond to emergencies on site 24/7. Proof of physical address to be attached to score relevant points. (Only copies of utility bills, local council letters, CIPC documents, lease agreements shall be considered)</p>		<p>5 points- Local office within Gauteng. 0 points- Office outside of Gauteng</p>	<b>0</b>	<b>5</b>
<p>Bidder must submit reference letters for</p>		<p>15 points= 3- 4 letters 25 points= 5 or more</p>	<b>15</b>	<b>25</b>

maintenance work of the chillers. - The reference must fully comply with the below to be considerate - on client company letter head it must be signed - clients contact details - With the value of the contract - Stipulate the duration of the contract		letters NB: 0 points= less than 3 letters		
<b>Total</b>			<b>50</b>	<b>100</b>

**2. PRICE AND BEE (SPECIFIC GOALS)**

- 2.1 The 80/20 preference point system will apply to evaluate responses
- 2.2 The award of the tender / RFQ to will be based on functionality evaluation.
- 2.3 The Price and BEE (Specific goals) will be applicable to award the highest scoring bidder

**3. PRICE AND BEE (SPECIFIC GOALS) APPLICATION DURING CONTRACT IMPLEMENTATION**

**3.1 PRICE**

The **80/20** preference point system

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

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

Where:

- Ps = Points scored for comparative price of bid under Consideration
- Pt = Comparative price of bid under consideration
- Pmin = Comparative price of lowest acceptable bid

### 3.2 BEE (SPECIFIC GOALS)

<b><u>SPECIFIC GOALS</u></b>	<b><u>80/20</u></b>
EME/SME 51% owned by Black people	<b>10</b>
51% owned by Black people;	<b>5</b>
51% owned by Black people who are women	<b>3</b>
Black Youth	<b>2</b>

- **NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero.**

### 3.3 ADJUDICATION USING A POINT SYSTEM

- The bidder obtaining the highest number of total points will be awarded the contract.
- Preference points shall be calculated after process has been brought to a comparative basis taking into account all factors of non-firm prices.
- Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

### 3.4 Objective Criteria

- The SABC reserves the right not to award this tender to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.
- The SABC will not award contract/s to the bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g., tax compliance, company financials, etc. will be eliminated from the bid process.
- The SABC reserve the right not to award this tender to any bidder who fails the financial stability assessment.
- No SABC former employees shall be awarded contracts with the SABC within 24 months after termination of employment with the SABC.
- Should employees resign or retire from the employment of the SABC and become directors of other businesses tendering with the SABC, such tender shall not be considered until the cooling off period of 24 (twenty-four) months has expired.
- Should the employee be dismissed from the SABC employment, such employee shall be prohibited from conducting business with SABC for a period of 3 (Three) years from the date of dismissal.

- Should the employee be found guilty in a court of law due to criminal conduct/act, such employee will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.
- The SABC shall not procure any goods, services, works or Content from any Board member or Board member owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.
- Should the SABC's Board members no longer serve on the SABC Board but become directors of other companies, the SABC shall not conduct business with those companies until the cooling off period of 24 (twenty-four) months has expired.
- Should the Board member be found guilty in a court of law due to criminal conduct/act, such Board member will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.
- The SABC shall not procure any goods, services, works or Content from any independent contractor or independent contractor owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.
- Should the Independent Contractor no longer be contracted to the SABC but become directors of other companies, the SABC shall not conduct business with those companies until the cooling-off period of 24 (twenty-four) months has expired.
- Should the Independent Contract be found guilty in a court of law due to criminal conduct/act, such employee will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.

#### **4. COMMUNICATION**

Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a tender, between the closing date and the date of the award of the business.

All enquiries relating to this RFQ should be emailed three days before the closing date.

#### **5. CONDITIONS TO BE OBSERVED WHEN TENDERING**

- The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.
- No tender shall be deemed to have been accepted unless or until a formal contract / letter of award is signed by both parties.

- **The Corporation reserves the right to:**
  - Not evaluate and award submissions that do not comply with this tender document.
  - Make a selection solely on the information received in the submissions
  - Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this tender.
  - Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders. During the evaluation process, no change in the content of the RFQ shall be sought, offered or permitted.
  - Award a contract to one or more bidder(s).
  - Accept any tender in part or full at its own discretion.
  - Cancel this RFQ or any part thereof at any time.
- Should a bidder(s) be selected for further negotiations, they will be chosen on the basis of the greatest benefit to the Corporation and not necessarily on the basis of the lowest costs, aligned to the BEE & Price.

## **6. Cost of Bidding**

The Tenderer shall bear all costs and expenses associated with preparation and submission of its tender or RFQ, and the Corporation shall under any circumstances be responsible or liable for any such costs, regardless of, without limitation, the outcome of the bidding, evaluation, and selection process.

## **7. PAYMENT TERMS**

SABC will affect payment sixty (60) days after the service provider has rendered the service and submitted an invoice / statement.

**END OF RFQ DOCUMENT**



**Annexed to this document for completion and return with the document:**

- Annexure A - Declaration of Interest
- Annexure B - **SBD 6.1 Form**
- Annexure C - Consortiums, Joint Ventures and Sub-Contracting Regulations
- Annexure D - Previous completed projects/Current Projects
- Annexure E - SBD 4 Form**
- Annexure F - Pricing Schedule**

**ANNEXURE A**

**DECLARATION OF INTEREST**

1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favoritism, should the resulting tender, or part thereof be awarded to-

- (a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
- (b) any person who acts on behalf of SABC; or
- (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
- (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorized representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

	[1]	[2]
NAME	:	.....
POSITION	:	.....
OFFICE WHERE EMPLOYED	:	.....
TELEPHONE NUMBER	:	.....
RELATIONSHIP	:	.....

2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
- recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
  - cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

\_\_\_\_\_  
SIGNATURE OF DECLARANT

\_\_\_\_\_  
TENDER NUMBER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
POSITION OF DECLARANT

\_\_\_\_\_  
NAME OF COMPANY OR TENDERER

**SBD 6.1****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.

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:

<b>SPECIFIC GOALS</b>	<b>80/20</b>
<b>EME/SME 51% owned by Black people</b>	<b>10</b>
<b>51% owned by Black people;</b>	<b>5</b>
<b>51% owned by Black people who are women</b>	<b>3</b>
<b>Black Youth</b>	<b>2</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 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps} = \mathbf{80} \left( \mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left( \mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) \end{array}$$

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 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps} = \mathbf{80} \left( \mathbf{1} + \frac{\mathbf{Pt} - \mathbf{Pmax}}{\mathbf{Pmax}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left( \mathbf{1} + \frac{\mathbf{Pt} - \mathbf{Pmax}}{\mathbf{Pmax}} \right) \end{array}$$

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

The specific goals allocated points in terms of this tender	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)
SMMEs (inclusive or QSEs and EMEs) 51% owned by Black people	<b>10</b>	
51% owned by Black people;	<b>5</b>	
51% owned by Black people who are women	<b>3</b>	
Black Youth	<b>2</b>	

*NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero*

**Source Documents to be submitted with the tender or RFQ**

Specific Goals	Acceptable Evidence
B-BBEE	Valid BEE Certificate / Sworn Affidavit (in case of JV, a consolidated scorecard will be accepted)
Black Women Owned	Certified ID Documents of the Owners/shareholder
Black Youth owned	Certified ID Documents of the Owners

EME or QSE 51% Black Owned	Annual Financial/ Management Accounts/ B-BBEE Certificate / Affidavit/ Certified ID Documents of the Owners/shareholder
51% Black Owned	CIPC Documents / B-BBEE Certificate/Affidavit/ Certified ID Documents of the Owners/shareholder
South African Enterprises	CIPC Documents

**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 authorized 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.

..... <b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	..... ..... ..... .....



**ANNEXURE C**

**CONSORTIUMS, JOINT VENTURES AND SUB-CONTRACTING REGULATIONS**

**1. CONSORTIUMS AND JOINT VENTURES**

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

**2 SUB-CONTRACTING**

- 2.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 2.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.3 A person awarded a contract may not subcontract more than 30% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

**3 DECLARATION OF SUB-CONTRACTING**

- 3.1 Will any portion of the contract be sub-contracted? YES / NO
- 3.2 If yes, indicate:
  - 3.2.1 The percentage of the contract will be sub-contracted .....%
  - 3.2.2 The name of the sub-contractor .....
  - 3.2.3 The B-BBEE status level of the sub-contractor.....
  - 3.2.4 whether the sub-contractor is an EME YES / NO

\_\_\_\_\_  
SIGNATURE OF DECLARANT

\_\_\_\_\_  
TENDER NUMBER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
POSITION OF DECLARANT

\_\_\_\_\_  
NAME OF COMPANY OR TENDERER

**ANNEXURE “D”**

**Previous completed Host-to-Host projects (preferably provide a detailed company profile, detailed the below mentioned information)**

<b>Project Descriptions</b>	<b>Client</b>	<b>Contact no</b>	<b>Contact person</b>	<b>Email address</b>	<b>Period of projects</b>	<b>Value of projects</b>	<b>Project Commence date</b>	<b>Completed date</b>

**Current Host-to-Host projects (preferably provide a detailed company profile, detailed the below mentioned information)**

<b>Project Descriptions</b>	<b>Client</b>	<b>Contact no</b>	<b>Contact person</b>	<b>Email address</b>	<b>Period of projects</b>	<b>Value of projects</b>	<b>Project Commence date</b>	<b>Completion date</b>

**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**

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

<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.

2.3 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 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

<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.

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

**5. Pricing**

- (a) The prices and rates in the Bill of quantities for Preventative Maintenance shall be treated as being fully inclusive of all labour, tools, materials, consumables, transport, overheads, liabilities, risks, obligations and profit as incurred or required by the contractor in carrying out the item.
- (b) The base rates will be adjusted in accordance with Consumer Price Index with effect from the 2<sup>nd</sup>, and third year. A 6,5% shall be used for illustrative purposes, for example the total amount of the previous year to be multiplied by 1,065 to get the total amount for the following year.
- (c) Unscheduled rates shall apply during breakdowns and repairs.
- (d) The provisional sum shall be used on and as and when required on a proven cost basis and a % mark-up shall apply for all third - party items and services. The mark-up shall be calculated on the amount for each item or service excluding VAT. Expenditure against the provisional sum shall be authorised by the project manager or his delegate.

**Bill of Quantities**

				Rate	Amount	Amount	Amount
Item	Description	Unit	Qty	Year 1	Year 1	Year 2	Year 3
<b>1.</b>	<b>Preventative Maintenance (Quarterly Services)</b>						
1.1	Dunham Busch (water-cooled)	Each	3				
1.2	Dunham Busch (air-cooled)	Each	6				
1.3	LG (Variable Refrigerant Volume)	Each	3				
1.4	Carrier Unit	Each	3				
1.5	York Air-cooled Screw Chiller	Each	3				
1.6	Secondary Chilled Water Tertiary Pumps	Each	6				
1.7	Dunham Busch (air-cooled)	Each	6				

1.8	York Air-cooled Screw Chiller	Each	3				
1.9	York Water-cooled Trane Chiller	Each	9				
1.10	York Centrifugal Water-cooled Chiller	Each	6				
	<b>Sub Total</b>						
2.	<b>Preventative Maintenance (Annual Services)</b>						
2.1	Dunham Busch (water-cooled)	Each	1				
2.2	Dunham Busch (air-cooled)	Each	2				
2.3	LG (Variable Refrigerant Volume)	Each	1				
2.4	Carrier Unit	Each	1				
2.5	York Air-cooled Screw Chiller	Each	1				
2.6	Secondary Chilled Water Tertiary Pumps	Each	2				
2.7	Dunham Busch (air-cooled)	Each	2				
2.8	York Air-cooled Screw Chiller	Each	1				
2.9	York Water-cooled Trane Chiller	Each	3				
2.10	York Centrifugal Water-cooled Chiller	Each	2				
	<b>Sub Total</b>						
3.	<b>Reactive Maintenance</b>						
3.1	<b>Unscheduled Rates:</b>						
3.1.1	Labour Rate (Artisan) Monday to Friday	Rands/hour	36				
3.1.2	Labour Rate (Artisan) Weekend and Public Holidays	Rands/hour	36				
3.1.3	Technical Assistant (Monday to Friday)	Rands/hour	36				

3.1.4	Technical Assistant (Weekend and Public Holidays)	Rands/hour	36				
3.1.5	Call-Out Rate (Monday to Friday)- Must include travelling to and from SABC	Per call	36				
3.1.6	Call-Out Rate (Weekend and Public Holidays) -C	Per call	36				
	<b>Sub Total</b>						
<b>3.2</b>	<b>Provisional Sum</b>						
3.2.1	Supply of spare parts (sensors and switches, condenser pumps and motors, oil pumps, starters, actuators, Trane Lube Oil Filters, hoses, clamps, Trane Ester Refrigeration oil 023E or 048E, contactors, cables, R134A Refrigerant Gas, R22 Refrigerant Gas, R410 Refrigerant Gas, O-rings, Refrigerant Driers, Nitrogen Gas, Condenser Cleaning Chemicals, Consumables, Mechanical Seals, Rubber Tyre Couplings, drive and non-drive ends bearings for motor, drive and non-drive ends bearings for pump), Gaskets, Johnson Logic Controller, Compressor, Timers, Relays, Expansion Valve, Pressure Transducers, Commander Drives, Gland Packings, Mechanical Seals, Flexible Connections, V-belts, Air Filters, and Consumables.	Sum	1	R600 000	R600 000		



3.2.2	Conducting fault investigations and repairs of chillers and standalone chillers						
3.2.3	Fixing leaks (refrigerant and oil) and cleaning of spillages						
3.2.4	Sanding out/removal of rust and painting of chillers and standalone chiller units						
3.2.5	Oil Samples for analysis at a SANAS Accredited Laboratory						
3.2.6	Annual Pressure Testing of PRVs (Pop Test)						
	<b>Sub Total</b>					<b>R600 000</b>	

4.		Summary Schedule	
Item	Description	Amount	
4.1	Preventative Maintenance (Three Quarterly and One Annual Services)		
4.2	Preventative Maintenance (Three Quarterly and One Annual Services)		
4.3	Unscheduled Rates		
4.4	Provisional Sum		R600 000
	<b>Sub-Total (Year 1)</b>		
4.5	Sub Total year 2 (year 1 plus CPI escalation*)	_____	x 1,065 =
4.6	Sub Total year 3 (year 2 plus CPI escalation*)	_____	x 1,065 =
	<b>Subtotal</b>	<b>Sum of year 1 to 3 = _____</b>	
4.7	VAT (15%)		
4.8	<b>Total</b>		
<b>To be carried to the form of offer</b>		<b>3 years amount plus VAT = _____</b>	

\*Contract values will be increased according to the current stipulated Statistic SA – Consumer Price Indices - all income groups. 6,5% escalation should be used for illustrative purposes.

Mark up (third party procured items/services) on materials and spares:

<b>MARK-UP ON MATERIALS</b>	
<b>VALUE of MATERIAL</b>	<b>% MARK-UP</b>
R0 up to R9 999.99 20	
R10 000.00 up to R49 999.99	
R50 000.00 up to R99 999.99	
R100 000.00 up to R199 999.99	
R200 000.00 and above.	