



**South African
NATIONAL PARKS**

TERMS OF REFERENCE

**APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION
OF LAUNDRY SERVICES AT THE TSITSIKAMMA SECTION OF
THE GARDEN ROUTE NATIONAL PARK FOR A PERIOD OF 12
MONTHS.**

RFQ NO:

31093/TNP/2026-27

REQUEST FOR QUOTATION

You are hereby invited to submit proposal / price quotation for:

Appointment of a service provider for the provision of laundry services at the Tsitsikamma Section of Garden Route National Park for a period of 12 months.

RFQ NUMBER	31093/TNP/2026-27
ADVERTISEMENT DATE	05 June 2026
CLOSING DATE	11 June 2026
CLOSING TIME	11:00 AM
BID DOCUMENT DELIVERY ADDRESS	tsitsikammarfqs@sanparks.org (Submissions sent to any other email address will not be considered).
BID VALIDITY PERIOD	90 days (commencing from the RFQ Closing Date)
ENQUERIES	Email: tsitsikammarfqs@sanparks.org Contact no: 042-281-1607
OFFERS SUBMITTED	No alternative offers/ options will be accepted.

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

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS					
BID NUMBER:	31093/TNP/2026-27	CLOSING DATE:	11 June 2026	CLOSING TIME:	11:00 AM
DESCRIPTION	Appointment of a service provider for the provision of laundry services at the Tsitsikamma Section of The Garden Route National Park for a period of 12 months.				
BID RESPONSE DOCUMENTS MAY BE SENT TO THE BELOW EMAIL					
tsitsikammarfqs@sanparks.org					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Meagan van Neel		CONTACT PERSON	Hesron Ruiters	
TELEPHONE NUMBER	042 281 1607		TELEPHONE NUMBER	042 281 1607	
E-MAIL ADDRESS	tsitsikammarfqs@sanparks.org		E-MAIL ADDRESS	tsitsikammarfqs@sanparks.org	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

1. PURPOSE

The purpose of this request is to appoint a service provider for the provision of laundry services at the Tsitsikamma Section of Garden Route National Park for a period of 12 months.

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 entity.

The primary mandate of SANParks is to expand, protect, conserve, and control the system of national parks, terrestrial and marine, that it is assigned to manage. SANParks currently manages over 4 million hectares of terrestrial and 369 657 ha marine protected biodiversity through a system of 21 National Parks and 10 Marine Protected Areas: (MPAs), representing approximately 67% of state owned terrestrial protected areas and 22% of State Managed MPAs. This places SANParks in an ideal position to not only meaningfully contribute to the protection and sustainable use of the megadiverse biodiversity of South Africa, but also to be a key player in building climate resilience through ecosystem-based mitigation and adaptation.

3. SCOPE OF WORK

SCOPE OF WORKS FOR THE PROVISION OF LAUNDRY SERVICES TO THE TSITSIKAMMA SECTION OF THE GARDEN ROUTE NATIONAL PARK FOR THE PERIOD OF 12 MONTHS

Garden Route National Park invites all eligible Service Providers to quote for the provision of Laundry Services to the Storms River Mouth Rest Camp (Eastern Cape, closest town is Humansdorp) and De Vasselot Rest Camp (Western Cape, closest town is Plettenberg Bay)

SITES TO BE SERVICED:

Camps	Number of accommodation Units	Beds	Average Unit Occupancy	Average Bed Occupancy
Storms River Mouth	90	229	40.01 %	29,91 %
De Vasselot	12	24	28,97 %	27,61 %

NOTE NB:

1. ALL BIDDERS MUST COMPLY WITH.
SANS 10146-1:2020 (ED. 1.00) LAUNDRY – PART 1 – PROCESS MANAGEMENT
SANS 10146-2:2021 (ED. 1.00) LAUNDRY – PART 2: OPERATIONAL MANAGEMENT
2. SANPARKS RESERVES THE RIGHT TO REQUEST WRITTEN CONFIRMATION OF COMPLIANCE AND OR SUPPORTING DOCUMENTS DURING THE BID EVALUATION PROCESS.
3. THE ABOVE MENTIONED UNIT AND BED OCCUPANCIES ARE PROJECTIONS BASED ON AVERAGE
4. LAUNDRY ITEM QUANTITIES ARE ESTIMATES ONLY WHICH IS BASED ON HISTORIC DATA.
5. BIDDERS MUST BE LOCATED WITHIN THE RADIUS OF 200 KM FROM STORMS RIVER MOUTH REST CAMP AS SERVICES WILL BE RENDERED DAILY.

6. **BIDDERS MUST SHOW THEIR OPERATING PLANT INFRASTRUCTURE AND DEPLOYMENT PLAN TO BE ABLE TO PROVIDE LAUNDRY SERVICES. THE WORKPLACE MUST COMPLY WITH ALL THE SET REGULATIONS UNDER THE HEALTH AND SAFETY ACT.**
7. **A SITE VISIT TO THE BIDDER OPERATING PLANT WILL BE CONDUCTED AS PART OF THE EVALUATION PROCESS.**

CLEANING STANDARDS

- The Service Provider to provide good quality laundry bags for soiled and clean linen. The bag must have proper closing mechanism. Bags for soiled linen to be clearly marked (permanent labelling or colouring).
- The laundry bags must be properly sealed to avoid loss and the seal number be recorded by both the Service Provider and SANParks.
- For control purpose packing slips must be placed inside the laundry bags, this applies to both soiled and clean linen.
- Provide transparent laundry bags for stained linen (e.g. linen with blood stains). The size of the bag will be specified after the bid is awarded.
- Washing of all linen must be done at the correct temperature using the right detergent to remove blood and other stains.
- Linen must be disinfected during the washing process, in order to ensure that it conforms with high Health and Safety requirements (SANS 10146)
- Linen must be transported in sealed containers to prevent contamination.
- The Successful bidder must be ready to commence with the contract within 7 days from award
- The bidder must be in an existing operation providing laundry services to the Hospitality Sector totalling at least 150 beds per day. (Submit proof, i.e. contract, reference letters on the company letter-head indicating the rated level of service, type of contract, contract value and signed by the client).
- The bidder must be knowledgeable of Hospitality infection control protocols.
- Bidders to submit a contingency plan together with this bid
- Items damaged due to the Service Provider's negligence will be replaced at the Service Provider's costs.
- All stains, such as rust, blood and mildew must be removed from linen.
- Where it is not possible for stains to be removed the Service Provider must bring this to the attention of the Hospitality Services Manager and/ or Duty Managers.
- Linen that needs special treatment such as dry cleaning must be cleaned accordingly (i.e. curtains)
- Linen must be well presented when delivered i.e. ironed and folded.
- All issues regarding this contract are to be communicated with the Hospitality Services Manager – Tsitsikamma
- No sub-contracting is allowed. Bidders must supply proof of capacity to manage SANParks linen during peak season. Should a contractor sub-contract the contract will be terminated.
- Service provider must ensure that all collected dirty linen must be counted, sorted and recorded under supervision at their operating plant when it arrives. All clean linen must be counted and sorted under supervision at the operating plant before it is dispatched to SANParks. SANParks have the right to request CCTV footage and or other proof of the linen counting and sorting operations as and when the need arises.
- Proof of chemicals to be used must be provided – letter from company supplying chemical indicating product description.
- Chemicals used must adhere to the same standards applicable to hospitals.
- Items damaged due to the excessive use of chemicals must be replaced at Service Provider's cost
- Costs for losses incurred once the linen has left SANParks site will be covered by the Service Provider.
- The bidder must submit proof that reasonable arrangement have been made to compensate SANParks for any loss that SANParks may suffer while linen is in possession of the Service provider. Public Liability cover of R 500 000.00 or more must be adjusted to fully cover the risk exposure once appointed.

COLLECTION AND DELIVERY OF LINEN

- Linen to be collected and delivered by the Service Provider.
- All linen previously collected for cleaning must be delivered in total upon the next collection of dirty linen or upon special request.
- During peak tourism periods (Easter long weekend), the service provider must provide a staff member every day who will be accompanying the delivery driver for the purpose of counting and verifying linen delivered and collected at Storms River Mouth and De Vasselot rest camps.

STORM RIVER MOUTH MAIN CAMP

- Daily delivering and collection: No later than **12:00**.
- The Service Provider may also be requested to, from time to time do ad hoc deliveries on short notice.

NATURES VALLEY CAMP

- Daily delivering and collection: No later than **13:00**
- The Service Provider may also be requested to, from time to time do ad hoc deliveries on short notice.

REQUIREMENTS

- List of cleaning products to be used for the cleaning of the linen and proof that they are SABS compliant must be provided together with this bid
- Proof that the cleaning products adhere to required Health and Safety Regulations.
- List of current and previous clients for reference purposes.
- Upon a site visit, the bidder must be able to present their capacity necessary to fulfil the required service (machinery – output per hour, staff and schedules).

RESPONSIBILITIES OF SANPARKS

- Give monthly indication of performance review to the attention of the company's management for improvement and expect feedback on how such, if any, unsatisfactory performance or bad behaviour will be prevented for future occurrences.
- Hold quarterly meetings with successful bidder to discuss any issues arising (progress or unsatisfactory performance)
- Effecting payment within 30 days from date of receipt of valid tax invoices.
- Review the monthly report and provide feedback. SANParks reserves the right to return any linen not cleaned according to their standards. Costs of this will be for the account of the Service Provider.
- Discrepancies and shortages must be reported and negotiated within 24hrs
- The contractor will be notified in writing of sub-standard services.
- SANParks reserves the right to terminate the contract should sub-standard services continue.

RESPONSIBILITIES OF THE BIDDER

- Discrepancies and shortages must be reported to SANParks within 24hrs.
- Replace damaged or lost linen of SANParks due to losses as a result of negligence on behalf of the service provider.
- To invoice SANParks once a month.

4. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents) - RETURNABLES

SANParks has set out the minimum administrative criteria that must be met by a bidder. The below administrative documents must be completed and signed by the authorized representative of a bidder. If a bidder fails to fully comply with the criteria, SANParks reserves the right at its sole discretion to allow such bidder an opportunity to submit and/or supplement the information and/or documentation submitted within a grace period of (seven) 7 calendar days prior to disqualifying the bidder.

SANParks will disqualify (where non-submission is indicated below to result in disqualification) a bidder who does not achieve full compliance with the criteria within the seven (7) calendar days grace period.

Documents	Instruction	Will non-submission result in disqualification?
Submission of fully completed SBD1 (Invitation to Bid),	Bidders to complete and sign	Yes
Submission of the pricing schedule in the RFQ document	Bidders to submit a completed pricing schedule	Yes
Submission of fully completed SBD 4 (Declaration of Interest),	Bidders to complete and sign	Yes
Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by an original or certified B-BBEE Status Level Verification Certificate or B-BBEE Sworn Affidavit.	Bidders to complete and sign	No
Proof of registration with National Treasury Central Supplier Database (CSD).	Bidders must be registered on CSD prior to submitting quotation. Bidders are required to submit proof of such registration	No. A bidder must be registered on CSD to be eligible for award.

5. 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).

6. Evaluation Phase: MANDATORY REQUIREMENTS

N/A

7. SPECIAL CONDITIONS

- Whenever the service provider is found to not comply with the specifications set out in this document, SANParks have the right to address such non-compliance matters with the service provider and to cancel the contract within 14 days should any non-compliance continue after consultation with the service provider.

8. PRICING

NB: No alternative offers/ options will be accepted.

Description	Estimated Quantities	Price per unit	Total Amount (Vat Exclusive)
Bath Mat	1		
Bath Towel	1		
Hand Towel	1		
D Blanket/Bedspreads	1		
D Duvet Cover	1		
D Mattress Protector	1		
D Sheet Fitted	1		
D Sheet Flat	1		
K Blanket/Fleece Blanket	1		
Queen Blankets	1		
K Duvet Cover	1		
K Mattress Protector	1		
K Sheet Fitted	1		
K Sheet Flat	1		
Pillow Slip Std.	1		
S Blanket/Fleece Blanket	1		
S Duvet Cover	1		
S Mattress Protector	1		
S Sheet Fitted	1		
S Sheet Flat	1		
OTHER:			

Description	Estimated Quantities	Price per unit	Total Amount (Vat Exclusive)
Bed Frill	1		
Curtain p/kg	1		
Cushions	1		
D Duvet Inner	1		
Oven Gloves	1		
K Duvet Inner	1		
Large Table cloth	1		
Med Table cloth	1		
Overlay	1		
Pillow	1		
Pillow Protector	1		
S Duvet inner	1		
Shower Curtain / Odds	1		
Transport	1		
Total Excluding Vat			
Vat 15% (for Vat registered vendors only)			
Total Including Vat			

9. 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.

10. TIMELINES

The bidder is expected to start the service immediately after PO is issued.

11. FINANCIAL PAYMENT

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

12. 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.

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 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 / 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:

.....

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**

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.

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

(delete whichever is not applicable for this tender).

- (a) The applicable preference point system for this tender is the 90/10 preference point system.
- (b) The applicable preference point system for this tender is the 80/20 preference point system.
- (c) Either the 90/10 or 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
Total points for Price and SPECIFIC GOALS	100

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

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

2 DEFINITIONS

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

2.1 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

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:

$$\begin{array}{ccc}
 \text{80/20} & \text{or} & \text{90/10} \\
 \\
 P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) & \text{or} & P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)
 \end{array}$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

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

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:

$$\begin{array}{ccc}
 \text{80/20} & \text{or} & \text{90/10} \\
 \\
 P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)
 \end{array}$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{max} = Price of highest acceptable tender

3 POINTS AWARDED FOR SPECIFIC GOALS

- 3.1** 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:
- 3.2** 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. (To qualify for the points, bidders must provide the below proof)	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)
Local suppliers adjacent to SANParks operations (within the 200km from Tsitsikamma National Park)	<ul style="list-style-type: none"> • Municipal rates bill in the name of the bidder company or name of directors of the company (not older than 3 months); or • Local municipality confirming business address (not older than 3 months); or, • Signed and valid Lease agreement (Submit proof of latest rental payment - not older than three months (bank proof, EFT slips or receipts that match the landlords' details on the lease agreement) <ul style="list-style-type: none"> • NB. The municipality rates bill provided must be where the business operates (Where a supplier is a tenant, they must submit a copy of the municipal bill plus a letter of consent from the landlord tying the business to the address). 	10 points	(number only)
Enterprises with B-BBEE Procurement Recognition Level 1(one) – 4 (four).	<ul style="list-style-type: none"> • Valid BBEE certificate issued by SANAS accredited verification Agency. • Affidavit (CIPC, DTIC Sworn affidavit). 	10 points	(number only)



4 DECLARATION WITH REGARD TO COMPANY/FIRM

4.1. Name of company/firm.....

4.2. Company registration number:

4.3. 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]

4.4. 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 3.2, **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 forward the matter for criminal prosecution, if deemed necessary.
 - (e) forward the matter for criminal prosecution, if deemed necessary

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

CONTRACT FORM - RENDERING OF SERVICES

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

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution) **SANPARKS** in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number **30748/TNP/2026-27: APPOINTMENT OF A SERVICE PROVIDER OF TERRAIN AND GARDENING SERVICES AT THE TSITSIKAMMA SECTION OF GARDEN ROUTE NATIONAL PARK** 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 date of the 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;
 - Proof of tax compliance status;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
 - Bidder’s Disclosure form;
 - Special Conditions of Contract;
 - (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 services 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

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I..... in my capacity as..... accept your bid under reference numberdated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

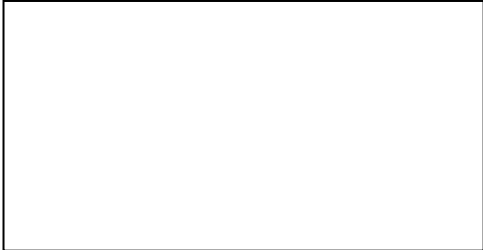
DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL

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

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP 

WITNESSES

1

2

DATE:



South African
NATIONAL PARKS

Sanlam - SANParks SMME Fund

The fund is a dedicated interest free loan that provides short-term Purchase Order finance to local SMME's that have purchase orders from SANParks.

SANParks will run its normal procurement processes and once awarded with a purchase

Fund Requirements



Interest-Free
Loan



SMME must be within 100kms
radius of the park boundary



Black-Owned
SMMEs



Maximum application
amount R1 000 000



Must have a purchase
order from SANParks



Fund application link
<https://sanlamsanparks.co.za/>

Enquiries:

Regional Manager : Enterprise and Supplier Development

Fumanekile.Makuyekwe@sanparks.org

I AM AN ENTREPRENEUR



