

## **SASSA: 64-23-FASS-KZN**

### **INVITATION TO BID**

**SASSA: 64-23-FAS-KZN: THE SUPPLY AND INSTALLATION OF  
ALTERNATIVE POWER FOR THE SOUTH AFRICAN SOCIAL SECURITY  
AGENCY KWA-ZULU NATAL REGION**

### **NO BRIEFING SESSION**

**PROPOSALS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:**

SASSA KwaZulu Natal Regional Office  
Reception Area (Ground Floor)  
No. 1 Bank Street  
Pietermaritzburg  
3201

**PUBLICATION DATE** : 27 October 2023  
**CLOSING DATE** : 20 November 2023  
**TIME** : 11:00am  
**TECHNICAL ENQUIRIES** : Mr RV Mseleku  
**CONTACT NUMBER** : 033 846 3449  
**EMAIL ADDRESS** : VukaM@sassa.gov.za

**SUPPLY CHAIN MANANAGEMENT ENQUIRIES CAN BE DIRECTED TO:**

**CONTACT PERSON** : Mr LG Shandu  
**CONTACT NUMBER** : 033 846 9532  
**EMAIL ADDRESS** : LuckyGS@sassa.gov.za

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**Call 0800 60 10 11/ 0800 701 701**



*[ paying the right social grant, to the right person,  
at the right time and place. NJALO! ]*

South African Social Security Agency  
Northern Cape Region

SASSA REGIONAL OFFICE • 33 Du Toitspan Road  
Cnr Du Toit Span Road & Phakamile Mabija  
Permanent Perm Building  
Kimberley 8301

DESCRIPTION		REQUIRED AT	ADVERT No.	CLOSING DATE
THE SUPPLY AND INSTALLATION OF ALTERNATIVE POWER FOR THE SOUTH AFRICAN SOCIAL SECURITY AGENCY KWA-ZULU NATAL REGION				
NO BRIEFING SESSION			SASSA: 64-23-FASS: KZN	20 NOVEMBER 2023
VENUE AND PHYSICAL ADDRESS	DATE AND TIME			
N/A	N/A			

**NB:** Documents are to be downloaded from the website: [www.sassa.gov.za](http://www.sassa.gov.za) / [www.etenders.gov.za](http://www.etenders.gov.za)

#### ENQUIRIES

Enquiries may be directed to Manager SCM: Mr L Shandu at (033 846 9532) and or Manager FASS: Mr R V Mseleku (033 846 3449) during office hours (Monday to Friday) 08H00 to 16:00

#### BIDS SUBMISSION

Bid documents must be deposited in the tender Box situated on Ground Floor of SASSA Offices, No 1 Bank Street, Pietermaritzburg, 3201. Bid documents submitted by electronic mail, facsimile or other similar apparatus will not be accepted for consideration. Bidders should ensure that their bids are delivered in due date and time. Any bid documents received after the closing date and time will not be accepted.

**Advert placement date: 27 October 2023**

## BID ADVERTISEMENT FORM

<b>Bid Description</b>	<b>THE SUPPLY AND INSTALLATION OF ALTERNATIVE POWER FOR THE SOUTH AFRICAN SOCIAL SECURITY AGENCY KWA-ZULU NATAL REGION</b>		
<b>Bid Number</b>	SASSA:64-23-FASS :KZN		
<b>Name of Institution</b>	South African Social Security Agency		
<b>The place where goods, works or services are required</b>	KZN REGION		
<b>Closing date and time</b>	<b>Date</b>	20 November 2023	<b>Time</b> 11:00 am
<b>Contact details</b>	Postal Address	Private Bag X 9146 Pietermaritzburg 3201	
	Physical Address	No 1 Bank Street Pietermaritzburg 3201	
	Telephone	(033) 846 9532	(033) 846 3449
	Fax	N/A	N/A
	E-mail	LuckyGS@sassa.gov.za	VukaM@sassa.gov.za
	Contact Person	Mr L Shandu	Mr RV Mseleku
<b>Where bids can be collected</b>	Downloaded from the website: <a href="http://www.sassa.gov.za">www.sassa.gov.za</a> / <a href="http://www.etenders.gov.za">www.etenders.gov.za</a>		
<b>Where bids should be delivered</b>	No 1 Bank Street Pietermaritzburg 3201 Ground Floor , Tender Box		
<b>Category</b> (refer to annexure A)	General (FASS)		
<b>Sector</b>	Public		
<b>Region</b>	KZN		
<b>Compulsory Briefing Session/ site visit</b>	NO BREIFING SESSION		

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>					
BID NUMBER:	SASSA:64-23-FASS-KZN	CLOSING DATE:	20 NOVEMBER 2023	CLOSING TIME:	11:00
DESCRIPTION	<b>THE SUPPLY AND INSTALLATION OF ALTERNATIVE POWER FOR THE SOUTH AFRICAN SOCIAL SECURITY AGENCY KWA-ZULU NATAL REGION</b>				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Mr Lucky Shandu		CONTACT PERSON	Mr Vuka Mseleku	
TELEPHONE NUMBER	033 846 9532		TELEPHONE NUMBER	033 846 3449	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	LuckyGS@sassa.gov.za		E-MAIL ADDRESS	VukaM@sassa.gov.za	
<b>SUPPLIER INFORMATION</b>					
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
<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 PART B:3 ]
<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. 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).
<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 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:

.....



**PRICING SCHEDULE – FIRM PRICES  
(PURCHASES)**

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of bidder.....	Bid number SASSA: <b>64-23-FASS-KZN</b>
Closing Time: <b>11:00 AM</b>	Date: <b>20 November 2023</b>

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY (INCLUDING VAT)
-	Required by:	.....	
-	At:	.....	
-	Brand and model	.....	
-	Country of origin	.....	
-	Does offer comply with specification?		<b>*YES/NO</b>
-	If not to specification, indicate deviation(s)	.....	
-	Period required for delivery	.....	<b>*Delivery: Firm/not firm</b>
-	Delivery basis (all delivery costs must be included in the bid price)	.....	

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

**\*Delete if not applicable**

## STANDARD BIDDING DOCUMENT (SBD) 4

### BIDDER'S DISCLOSURE

#### 1. PURPOSE OF THE FORM

- 1.1** 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.
- 1.2** 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.

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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.



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## STANDARD BIDDING DOCUMENT (SBD) 4

**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**

**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;

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## STANDARD BIDDING DOCUMENT (SBD) 4

- 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.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for

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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.

**STANDARD BIDDING DOCUMENT (SBD) 4**

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.

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
<b>PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
<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 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

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:

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

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 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	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership		20		
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership		18		
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership		16		
B-BBEE Status Level 1 - 2 contributor		14		
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership		12		
B-BBEE Status Level 3 - 4 contributor		8		
B-BBEE Status Level 5 - 8 contributor		4		
Others (Non-Compliant)		0		
<b>Note: In the event of a bidder claiming more than one specific goal category, SASSA will allocate points based on specific goal with the highest points.</b>				

Returnable documents to claim points		Please tick below for the attached document
1	B-BBEE Certificate	
2	Sworn Affidavit (EME or QSE)	
3	CSD registration number	

## 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 - 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)

I hereby undertake to render services described in the attached bidding documents to (name of the institution) **SOUTH AFRICAN SOCIAL SECURITY AGENCY**. In accordance with the requirements and task directives / proposals specifications stipulated in Bid Number **SASSA: 64-23-FASS-KZN** 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.

1. 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;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
2. 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.
3. 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 fulfilment of this contract.
4. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
5. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

<b>WITNESSES</b>	
1	.....
2	.....
DATE:.....	

**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 number .....dated.....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	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

**WITNESSES**

1 .....

2 .....

DATE: .....



**TERMS OF REFERENCE  
FOR  
THE SUPPLY AND INSTALLATION OF  
ALTERNATIVE POWER  
FOR THE SOUTH AFRICAN SOCIAL SECURITY  
AGENCY KWA-ZULU NATAL REGION**

## 1 DEFINITIONS

A	:	Amperage
AC	:	alternative Current
BBBEE	:	Broad Based Black Economic Employment
BMS	:	Building Management System Pure Sine wav
CIDB	:	Construction Industry Development Board
COIDA	:	Compensation of Injuries and Diseases Act
CSD	:	Central Supplier Database
CT	:	Current Clamp
CV	:	Curriculum Vitae
DC	:	Direct Current
DoD/DOD	:	Depth of Discharge
EME	:	Exempted Micro Enterprise
MPPT	:	Maximum Power Point Tracking Range (V)
NQF	:	National Qualification Framework
OHS	:	Occupational Health and Safety Act
OEM	:	Original Equipment Manufacture
PV	:	Photovoltaic Voltage
SABS	:	South African Bureau of Standards
SANS	:	South African National Standards
SANAS	:	South African National Accreditation System
SASSA	:	South African Social Security Agency
SBD	:	Standard Bidding Documents
UIF	:	Unemployed Insurance Fund
UPS	:	Uninterrupted Power Supply
V	:	Volts
W	:	Watts

## **2 INTRODUCTION**

- 2.1 SASSA was created in terms of the South African Social Security Agency Act of 2004 as a schedule 3A public entity in terms of the Public Finance Management Act of 1999. The principal aim of the South African Social Security Agency Act is to make provision for the effective management, administration and payment of social assistance.

## **3 OBJECTIVE**

- 3.1 The project scope of this project is to provide offices in Kwa-Zulu Natal with continued power supply. In the case where electricity is disrupted an alternative power supply source should be in place. Electronic systems becomes ineffective without electricity. The purpose of this project is to address this gap.

## **4 BACKGROUND**

- 4.1 SASSA was established in terms of the South African Social Security Agency Act, 2004 (Act no. 9 of 2004) to administer social security grants in terms of the Social Assistance Act, 2004 (Act no. 13 of 2004). The Agency is mandated to ensure effective and efficient delivery of service of high quality with regard to the management and administration of social grants such that the entire payment process and system from application to receipt of social grants by a beneficiary, is done in a manner that is sensitive, caring and restores the dignity of the beneficiaries as well the integrity of the whole system.
- 4.2 According to Section 8 (1) of the Occupational Health and Safety Act, Act, 1993 (Act no. 85 of 1993), as amended, the Agency is required to provide as far as reasonably practicable, a working environment that is safe and without risk to the health of its employees.
- 4.3 The non-availability of power during load shedding, poses a risk to officials and clients of SASSA whether during the day and increases at nights when security personnel patrolling.

## **5. DURATION**

The required service for installation is a once off and maintenance for maximum period of 12 months.

## **6 BRIEFING SESSION**

- 6.1 There will be no compulsory briefing session.
- 6.2 Bidders are encouraged to familiarize themselves with the location of SASSA offices on **Annexure A**.

## **7 SCOPE OF WORK**

The appointed service provider(s) will be required to:

- 7.1 Supply and install solar panels
- 7.2 Supply spare solar panels
- 7.3 Supply and install hybrid inverter
- 7.4 Supply and connect lithium batteries
- 7.5 Supply and install witch gears for DC/AC purposes
- 7.6 Supply and connect DB and connect system to existing DB
- 7.7 Issue Compliance Certificate on completion for installation
- 7.8 Maintenance, after care service for 12 months
- 7.9 Labelling of trip switches
- 7.10 Provide training to maximum of four (4) officials per office
- 7.11 Supply manuals
- 7.12 OEM warranty for a period of 5 years

**Detailed specification for the required goods and services:**

<b>Solar system fully installed. The system consists of:</b>	
<b>Inverter</b>	
1.	Hybrid inverter / charger to function in grid tie mode as well as off grid mode with CT clamp to prevent power export to grid.
2.	Battery Voltage Range (Volts)= 40-60V
3.	Max. Charging Current (A) = 120 A
4.	Max. Discharging Current (A) = 120 A
5.	Charging Curve 3 Stages/Equalization
6.	Charging Strategy for Lithium Battery Self-adaption to BMS
7.	Pure Sine wave
8.	Max. DC Input Power (Watts) = 6500W
9.	PV Input Voltage (V) = (100V - 500V)
10.	MPPT Range (V) =125 - 425V or No. of MPPT Trackers =
11.	Rated AC Output and UPS Power (W) = 5000 to 6000 watt
12.	Grid Type = single/3 phase
13.	PV lighting protection
14.	Automatically switch from on-grid to off-grid mode
15.	Anti-islanding protection
16.	Zero export control via CT
17.	Wi-Fi Module
18.	Web browser and mobile app monitoring supported.5 year product warranty
<b>Battery</b>	
1.	Ultra-reliable Lithium Iron Phosphate Technology.
2.	Designed for daily cycling applications.
3.	7 Year warranty.
4.	Performance cycle life > 8000 cycles.
5.	Power output = 5kW (continuous) or greater
6.	2 X Lithium Battery 5.5 kWh
7.	Nominal Voltage: 51.2 V
8.	Can be discharged to 100% DoD.
9.	Over-charge, over-discharge & short-circuit protection.
10.	Battery modules to be installed inside a cabinet. The cabinet should be made of steel with a glass door or other approved.
<b>Solar Panels</b>	
1.	6000 Watt Tier 1 Solar Panels array(s) installed on roof
2.	Roof Solar Panel Mounting Structure
3.	5 year product warranty
<b>Installation</b>	
This system will:	
1.	Power all lights, backup power plugs, water pump plug, server room air-condition at the office.
2.	Exclude geyser, air conditioners, in load shedding with seamless crossover between Grid and Solar system.
3.	System fully installed including all Sundries. AC/DC Switchgear, and Labour
4.	Waterproofing and covering of all drill holes.
5.	Connect system to existing DB
6.	Labelling of DB and Trip Switches
7.	Provide SASSA with COC certificate for each site
8.	Earthing of battery cabinet
<b>Maintenance</b>	
1.	Provide one year maintenance for alternative power supply system at each site.

## **8. PROJECT EXECUTION PLAN**

- 8.1. The service provider must prepare and submit a project plan, which indicates how it is going to complete the project within a period of two months after being awarded the contract,

**NB:** Details on the locations of the alternative power supply system installation is contained in **Annexure A** attached. Travel and subsistence costs should be included for each site

## **9 RESPONSIBILITIES**

### **9.1 The Service Provider shall:**

- 9.1.1. Thoroughly test the system and hand over to SASSA with an electrical Certificate of Compliance (COC) certificate.
- 9.1.2. Conduct business in a courteous and professional manner.
- 9.1.3. Ensure that all staff working under this contract are in good health and pose no risk to any SASSA employees.
- 9.1.4. Comply with SASSA security and OHS policies, procedures and regulations.
- 9.1.5. Must not use any poisonous or highly inflammable substances without the written consent of SASSA.
- 9.1.6. Ensure that all work performed and all equipment used on site are in compliance with the Occupational Health and Safety Act, 1993 (Act no. 85 of 1993) and any regulations promulgated in terms of this Act and the standard instructions of SASSA;
- 9.1.7. Provide all staff working under this contract with protective clothing and name tags.
- 9.1.8. The service provider shall be responsible for clearing the site after the project has been completed.

### **9.2 SASSA shall:**

- 9.2.1. Manage the contract in a professional manner.
- 9.2.2. Provide appropriate information as and when required and only in situations where it is required by the service provider to fulfill their duties.
- 9.2.3. Not accept any responsibility for any damages suffered by the service provider or their staff for the duration of the contract.
- 9.2.4. Not accept any responsibility for accounts/expenses incurred by the service provider that was not agreed upon by the contracting parties.
- 9.2.5. Provide a temporarily storage facility for equipment and materials where possible.
- 9.2.6. Bidder must note that the Agency reserves the right to replace offices but any such replacements will be within the same distance as the original.
- 9.2.7. Grant the successful service provider's staff access to SASSA's premises for design ideas.
- 9.2.8. Conduct regular compliance inspections in line with the Occupational Health and Safety, Security Requirements and all relevant Regulations.
- 9.2.9. Comply with the contract and Operational SLA provisions.

## **10 BID CONDITIONS OF CONTRACT**

- 10.1 The only or lowest offer will not necessarily be accepted.
- 10.2 The contract shall be concluded between SASSA and the successful service provider(s).
- 10.3 SASSA reserves the right not to award the bid.
- 10.4 SASSA reserves the right to award the bid fully or partially.
- 10.5 SASSA reserves the right to award the bid to one or more service provider(s).
- 10.6 SASSA reserves the right to negotiate the price with the successful bidder(s).

- 10.7 SASSA will enter into contract with the successful bidder(s).
- 10.8 Bidders must comply with safety regulations at all times during operations.
- 10.9 SASSA is the sole adjudicator of the suitability of the alternative power system it requires. The Agency's decision in this regard will be final.
- 10.10 It is a requirement that the materials, including all equipment and installations, must comply with the National Building Regulations and requirements of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended.
- 10.11 The successful bidder will be responsible for the cost of alterations necessary to adapt the system into SASSA building in accordance with the specification and minimum requirements.
- 10.12 SASSA reserves the right to invite bidders that progressed to the functional evaluation phase to present their proposals to the relevant Bid Evaluation Committee.
- 10.13 SASSA will not be held responsible for any costs incurred by the bidder in the preparation, presentation and submission of the bids.
- 10.14 SASSA reserves the right to conduct reference checks and site inspections.
- 10.15 SASSA reserves the right to cancel the bid, should it be required to do so, at any time

## 11 SPECIAL CONDITION

- 11.1 The appointed bidder is required to provide the guarantee certificate from OEM within ten working days from date of installation of the alternative energy supply. Failure by the appointed bidder to provide the guarantee certificate from OEM within the specified period will result in SASSA's non-payment of the invoice for the work done
- 11.2 Submit proof of registration for CIDB grading of 4EB or higher.
- 11.3 The bidders must quote for all offices under each SASSA District pricing schedule (**Annexure B1 – B4**) as bidders will be evaluated per SASSA District under price and preference points system.
- 11.4 Bidders must fully complete and sign pricing schedule (**Annexure B1 – B4**).
- 11.5 Bidders are required to complete and sign **Annexure C** to confirm compliance with the specification.
- 11.6 Bidders who did not comply with the above requirements in paragraph 11.2 to 11.5 will be disqualified.

## 12 EVALUATION OF THE BID

The evaluation of the bid shall be conducted as follows

### a) Stage One

- Phase One            –Special Conditions
- Phase Two            –Functionality Criteria
- Phase Three          –Administrative Compliance

### b) Stage Two

- Phase One            –Price and B-BBEE Preference Points



## 12.1 STAGE ONE: Phase One: Special Conditions

- 12.1.1. Submit proof of registration for CIDB grading of 4EB or higher.
- 12.1.2. The bidders must quote for all offices under each SASSA District pricing schedule (**Annexure B1 – B4**) as bidders will be evaluated per SASSA District under price and preference points system.
- 12.1.3. Bidders must fully complete and sign pricing schedule (**Annexure B1 – B4**).
- 12.1.4. Bidders are required to complete and sign **Annexure C** to confirm compliance with the specification.
- 12.1.5. Bidders who did not comply with the above requirements in paragraph 12.1.1 to 12.1.5 will be disqualified.

## 12.2 STAGE ONE: Phase Two: Functionality Criteria

**Bidders must score a minimum of 60 points on functionality. Bidders who score less than 60 points for functionality shall be disqualified and shall not be subjected to the further evaluation**

**NB: Values: 1- Poor    2-Average    3-Good    4- Very Good    5-Excellent**

The functionality evaluation will be conducted using the weighted average method. The table below contains details of the evaluation criterion and the weights of each Functional Requirements component.	
<b>Functionality Criteria</b>	<b>Weighting</b>
<b><u>Technical Approach</u></b> Appropriateness of Implementation plan/project management on how the bidder will procure/manufacture, supply and deliver the alternative power system with clear timelines on deliverables from issuing of purchase order to delivery of the goods within 60 days, in case of outsourcing please attach a letter from the manufacturer confirming the above • detailed implementation plan submitted (initiation ,Planning, Execution, Closing)	60%
<b><u>Capacity</u></b> In order to score points for capacity, bidders must provide proof of past traceable letter of completion/ reference letter for work done for supply and installation of alternative power system issued by the bidder's client on company letterhead with minimum details such as: 1)contact number, 2)contact person, 3)purchase order number/letter of award or appointment, 4) date of execution of project for a minimum value of R50 000.00 each and not older than 5 years from the closing date of the bid ) •1 Letter of completion/ reference letter = 1 point •2 Letter of completion/ reference letter = 2 points •3 Letter of completion/ reference letter = 3 points •4 Letter of completion/ reference letter = 4 points •5 and above Letter of completion/ reference letter = 5 points <b>NB: SASSA reserves the right to confirm the authenticity of the information supplied by the bidder.</b> <b>Reference letters without the requested information will not be taken into consideration.</b>	40%
<b>Total</b>	<b>100 points</b>

### 12.3 STAGE ONE: Phase Three: Administrative Compliance

During this phase, bids will be reviewed to determine compliance with all administrative compliance. Please note that failure to submit the following documents and/or proof may lead to disqualification:

PHASE TWO: ADMINISTRATIVE COMPLIANCE
<ol style="list-style-type: none"><li>1. Tax compliant status (Tax Pin Letter/CSD MAAA)</li><li>2. Proof of Registration on the Central Supplier Database (CSD) with National Treasury (CSD Registration Report)</li><li>3. Certified copy of original Identity Document of each director as per (CIPC). <b>(A copy of a certified copy will not be accepted).</b></li><li>4. Consortia and/or Joint ventures must have signed agreement, individually be on CSD, UIF, COIDA and Tax Compliant</li><li>5. Valid Letter of Good Standing from the Department of Labour (COIDA certificate).</li><li>6. All copies must be certified and not older than six months.</li><li>7. Fully completed and signed Standard Bidding Document Forms (SBDs).<ul style="list-style-type: none"><li>• SBD 1</li><li>• SBD 3.1</li><li>• SBD 4</li><li>• SBD 6.1</li><li>• SBD 7.2</li></ul></li></ol> <p>NB: Bidders who fail to comply with the above requirements may be disqualified.</p>

### 12.4 STAGE TWO: Phase One: Price and Preference Points System (80/20)

**Bidders will be assessed per District they have bided for as per Annexure B1 to B4. Bidders will be evaluated on Price and Preference Points System based on BBEE Status Level of Contribution. The bid will be evaluated on 80/20 preference point system.**

Phase One - Price and Preference	100
Price	80
BBEE Status level of contribution (specific goal)	20

Points awarded for B-BBEE Status Level of Contribution (specific goal) 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:

**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)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1-2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3-4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1-2 contributor with at least 51% black youth or disable ownership	16	
B-BBEE Status Level 1-2 contributor	14	
B-BBEE Status Level 3-8 contributor with at least 51% youth or disable ownership	12	
B-BBEE Status Level 3-4 contributor	8	
B-BBEE Status Level 5-8 contributor	4	
Others (Non-Compliant)	0	

Returnable documents to claim points	Please tick below for the attached document
1 B-BBEE Certificate	
2 Sworn Affidavit (EME or QSE)	
3 CSD registration number	
<b>NB: Bidders must submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Sworn Affidavit signed by Emerging Micro Enterprise (EME) representative and attested by the Commissioner of Oaths, or CIPC BBEE Certificate.</b>	
<b><u>Failure to submit a certificate from accredited verification agency or sworn affidavit or CIPC BBEE Certificate substantiating the BBEE status level of contribution or is a non-compliant contributor, such bidder shall score 0 points out of the allocated maximum points for B-BBEE.</u></b> <b>(Specific goal)</b>	

### 13 CONTRACT ADMINISTRATION

- 13.1 The service provider must report to the Project Manager immediately when it becomes aware of any unforeseeable circumstances that will adversely affect the execution of the contract.
- 13.2 Full particulars of such circumstances as well as the period of delay must be furnished to SASSA.

## **14 PROGRESS MEETINGS**

- 14.1 The Project Manager of the appointed company must attend meetings organized by SASSA for the alternative power project.

## **15 PRICE**

- 15.1 The Bid prices charged should be inclusive of labour, material, transport, consumables plus VAT if applicable and must be as per the pricing schedule attached. Pricing should be included on **Annexure B1 to B4**.

## **16 PROJECT PERIOD**

- 16.1 The project will commence after signing of the acceptance letter of award/purchase order. The service provider will be expected to provide the complete service not later than 60 days after this (acceptance of letter of award/purchase order).

## **17 BID SUBMISSION AND ENQUIRIES**

All requirements regarding the bid may be directed to the following:

### **For Technical Enquiries**

Name: Mr R.V Mseleku

Tel: 033 846 3449

Email: [vukam@sassa.gov.za](mailto:vukam@sassa.gov.za)

### **For Bid Administration Enquiries**

Name: Mr L.G Shandu

Tel: 033 846 9532

Email: [LuckyGS@sassa.gov.za](mailto:LuckyGS@sassa.gov.za)

All bid documents must be deposited in the tender box situated at:

SASSA KWA-ZULU NATAL REGIONAL OFFICE SASSA HOUSE

GROUND FLOOR (RECEPTION)

200 PIETERMARITZ STREET (CORNER OF PIETERMARITZ STREET AND BANK STREET)

PIETERMARITZBURG

3200

## ANNEXURE A

### LIST OF OFFICES.

NAME OF OFFICE	PHYSICAL ADDRESS	Roof Material	Roof Height	Wall surface
<b>PIETERMARITZBURG DISTRICT</b>				
1. Ixopo LO	-30.146469720226012, 30.06789980903447 Main Rd, Ixopo	IBR	3m	Pre fab
2. Umzombe Office	19 Manful Rd opposite eSayidi TVET MthwalumeCDC	ASBESTOS	5m	Brick & Mortar
3. Underberg Office	23 Sani Rd,	IBR	3m	Brick & Mortar
4. Vulamehlo Office	P77 Indududu Rd	ROOF TILES	4m	Brick & Mortar
5. Camperdown Office	5 Drosdy Place, Camperdown	IBR	3m	Pre fab
6. Harding Office	Ballance Street, Harding, 4680, S	IBR	3m	Pre fab
7. Vulindlela Office	-29.645211314096144, 30.332455103022177, Old Edendale Road,	ROOF TILES	3m	Brick & Mortar

NAME OF OFFICE	PHYSICAL ADDRESS	Roof Material	Roof Height	Wall surface
<b>MIDLANDS DISTRICT</b>				
1. Utrecht Office	62-70 Church Street, Utrecht	IBR	3m	Pre fab
2. Nquthu Office	Cnr Isandlwane Road and P36-2 Road	IBR	5m	Brick & Mortar
3. Dundee Office	8 Alon Rd, Dundee	IBR	6m	Brick & Mortar
4. Glencoe Office	5 Tin Street, Glencoe	IBR	3m	
5. Ekuvukeni Office	Municipal Office Ekuvukeni A"	IBR	6m	Brick & Mortar
6. Weenen Office	Relief Street, Weenen Magistrate Court	ROOF TILES	3m	Brick & Mortar
7. Msinga Office	Main Road Tugela Ferry	ROOF TILES	20m	Brick & Mortar
8. Greytown Office	96 Bell Street, Greytown	ROOF TILES	7m	Brick & Mortar
9. Kranskop Office	-28.966850522413644, 30.86365846300696 66 Main Street, Kranskop	IBR	5m	Pre fab
10. Newcastle LO	-27.75646590709891, 29.933334727712857 60 Scott St, Newcastle CBD,	Concrete	15m	Brick & Mortar

NAME OF OFFICE	PHYSICAL ADDRESS	Roof Material	Roof Height	Wall surface
DURBAN DISTRICT				
1. Wentworth Office	221 Austerville Drive, Wentworth	IBR	3m	Pre fab
2. Umnini Office	30°09'42.9"S 30°49'20.6"E, Umnini Thusong Centre	IBR	8m	Brick & Mortar
3. Nsimbini Office	-30.000704, 30.85604; M35 Highway	ROOF TILES	10m	Brick & Mortar
4. Durban Office	1 Jelf Taylor Crescent Durban Station	Concrete	15m	Brick & Mortar
5. Inanda Office	A2794 Ngungumbane Rd, Inanda,	IBR	5m	Brick & Mortar
6. Kwadukuza Office	-29.334597281691085, 31.29837596150175, KwaDukuza	IBR	4m	Brick & Mortar
7. Maphumulo Office	Maphumulo Thusong Centre Main Street	Concrete	4m	Brick & Mortar
8. PISOSC Office	29°41'22.4"S 30°54'32.6"E, Inanda Dam road	IBR	3m	Pre fab
9. Mpumalanga Office	33 Buthelezi Road;Mpumalanga	IBR	10m	Brick & Mortar
10. Ndwedwe Office	Ndwedwe (Magistrate Court )	IBR	6m	Brick & Mortar
11. Pinetown Office	42 Kings Road	ROOF TILES	4m	Brick & Mortar
12. Chesterville Office	74 Mahlathi Road, Chesterville	ASBESTOS	4m	Brick & Mortar
13. Umbumbulu Office	-29.984816078731455, 30.70394332528674, Magistrate	ROOF TILES	3m	Brick & Mortar
14. Umlazi Office	-29.961870179843686, 30.897338168207416; Emaweleni	IBR	20m	Brick & Mortar
15. Lamontville Office	2 Msizi Dube Rd, Lamontville	IBR	3m	Pre fab
16. Mandini Office	Msomuhle Road, Sundumbili	IBR	3m	Pre fab

NAME OF OFFICE	PHYSICAL ADDRESS	Roof Material	Roof Height	Wall surface
ULUNDI DISTRICT				
1. Mahlabathini Office	28°14'04.8"S 31°28'14.9"E, Mashona, Mahlabathini	ROOF TILES	4m	Brick & Mortar
2. Inkanyezi Office	Cnr of Ndlela Street & Inkosi Ndwedwe Street	ROOF TILES	4m	Brick & Mortar
3. Louwsburg Office	Lot 18, Corner King Street, Louwsburg	ROOF TILES	3m	Brick & Mortar
4. Esikhaleni Office	28°53'17.0"S 31°53'44.1"E, Mdlebe Mpuma Road	ROOF TILES	4m	Brick & Mortar
5. Mondlo Office	27°58'60.0"S 30°42'29.6"E, Mondlo Thusong Centre	IBR	4.5m	Brick & Mortar
6. Babanango Office	28°22'38.8"S 31°05'01.5"E, R68 Road	ROOF TILES	3m	Brick & Mortar
7. Melmoth Office	-28.591864, 31.398152; Symmonds Street, Melmoth	IBR	3m	Pre Fab
8. Nongoma Office	27°54'14.8"S 31°38'46.0"E, R55, Nongoma	ROOF TILES	5m	Brick & Mortar
9. KwaMsane Office	28°25'35.4"S 32°08'53.1"E, Andile Biyela Dr	ROOF TILES	5m	Brick & Mortar
10. Paul Pietersburg Office	27°23'49.9"S 30°57'07.2"E, Bilanyoni Main Road	ROOF TILES	3m	Brick & Mortar
11. Richards Bay Office	17 Geleier Gang Road	IBR	3m	Pre fab
12. Ubombo Office	27°34'00.2"S 32°05'02.8"E, Ubombo	ROOF TILES	4m	Brick & Mortar
13. Ingwavuma Office	27°08'05.2"S 31°59'52.2"E, Road P443	ROOF TILES	10m	Brick & Mortar
14. Nkandla Office	28°37'10.6"S 31°05'19.0"E, Opposite Nkandla Magistrate Court	ROOF TILES	6m	Brick & Mortar



**ANNEXURE B1**
**PRICING SCHEDULE**

**NB: Unit Price must include material, labour, transportation, profit and all necessary consumables.**

<b>Pietermaritzburg District</b>			
<b>Description</b>	<b>Units</b>	<b>Rate</b>	<b>Amount</b>
1) Inverter	7		
2) Battery – 5.5 KWH	14		
3) 10X Solar panels fixed ( 1 tier)	7		
4) Maintenance	7		
5) Installation incl Sundries and travelling price		<b>Rate</b>	<b>Amount</b>
i) Ixopo LO	1		
ii) Umzumbe Office	1		
iii) Underberg Office	1		
iv) Vulamehlo Office	1		
v) Camperdown Office	1		
vi) Harding Office	1		
vii) Vulindlela Office	1		
<b>Sub Total</b>			
<b>VAT</b>			
<b>Grand Total</b>			

<b>Name of Bidder</b>		
<b>Full Names Name:</b>		
<b>Capacity</b>		
<b>Date</b>		<b>Signature</b>



Midlands District			
Description	Units	Rate	Amount
1) Inverter	10		
2) Battery – 5.5 KWH	20		
3) 10X Solar panels fixed ( 1 tier)	10		
4) Maintenance	10		
5) Installation incl Sundries and travelling price		Rate	Amount
i) Utrecht Office	1		
ii) Nquthu Office	1		
iii) Dundee Office	1		
iv) Glencoe Office	1		
v) Ekuvukeni Office	1		
vi) Weenen Office	1		
vii) Msinga Office	1		
viii) Greytownn Office	1		
ix) Kranskop Office	1		
x) Newcastle LO	1		
<b>Sub Total</b>			
<b>VAT</b>			
<b>Grand Total</b>			

<b>Name of Bidder</b>		
<b>Full Names Name:</b>		
<b>Capacity</b>		
<b>Date</b>		<b>Signature</b>

## ANNEXURE B3

Durban District			
Description	Units	Rate	Amount
1) Inverter	16		
2) Battery – 5.5 Kwh	32		
3) 10X Solar panels fixed ( 1 tier)	16		
4) Maintenance	16		
5) Installation incl Sundries and travelling price		Rate	Amount
i) Wentworth Office	1		
ii) Umnini Office	1		
iii) Nsimbini Office	1		
iv) Durban Office	1		
v) Inanda Office	1		
vi) Kwadukuza Office	1		
vii) Maphumulo Office	1		
viii) PISOSC Office	1		
ix) Mpumalanga Office	1		
x) Ndwedwe Office	1		
xi) Pinetown Office	1		
xii) Chesterville Office	1		
xiii) Umbumbulu Office	1		
xiv) Umlazi Office	1		
xv) Lamontville Office	1		
xvi) Mandini Office	1		
Sub Total			
VAT			
Grand Total			

Name of Bidder		
Full Names Name:		
Capacity		
Date		Signature

**ANNEXURE B4**

Ulundi District			
Description	Units	Rate	Amount
1) Inverter	14		
2) Battery – 5.5 KwH	28		
3) 10X Solar panels fixed ( 1 tier)	14		
4) Maintenance	14		
5) Installation incl Sundries and travelling price		Rate	Amount
i) Mahlabathini Office	1		
ii) Inkanyezi Office	1		
iii) Louwsburg Office	1		
iv) Esikhaleni Office	1		
v) Mondlo Office	1		
vi) Babanango Office	1		
vii) Melmoth Office	1		
viii) Nongoma Office	1		
ix) KwaMsane Office	1		
x) Paul Pietersburg Office	1		
xi) Richards Bay Office	1		
xii) Ubombo Office	1		
xiii) Ingwavuma Office	1		
xiv) Nkandla Office	1		
Sub Total			
VAT			
Grand Total			

Name of Bidder		
Full Names Name:		
Capacity		
Date		Signature

## ANNEXURE C - COMPLIANCE / NON-COMPLIANCE EQUIPMENT SCHEDULE

Bidders are required to complete the Annexure C to confirm compliance with the specification  
Bidder's proposals that do not meet the specifications will be eliminated

Solar system fully installed. The system consists of:		Compliance	
Inverter		Yes	No
1. Hybrid inverter / charger to function in grid tie mode as well as off grid mode with CT clamp to prevent power export to grid.			
2. Battery Voltage Range (Volts)= 40-60V			
3. Max. Charging Current (A) = 120 A			
4. Max. Discharging Current (A) = 120 A			
5. Charging Curve 3 Stages/Equalization			
6. Charging Strategy for Lithium Battery Self-adaption to BMS			
7. Pure Sine wave			
8. Max. DC Input Power (Watts) = 6500W			
9. PV Input Voltage (V) = (100V - 500V)			
10. MPPT Range (V) =125 - 425V or No. of MPPT Trackers			
11. Rated AC Output and UPS Power (W) = 5000 to 6000 watt			
12. Grid Type = single/three phase			
13. PV lightning protection			
14. Automatically switch from on-grid to off-grid mode			
15. Anti-islanding protection			
16. Zero export control via CT			
17. Wi-Fi Module			
18. Web browser and mobile app monitoring supported.5 year product warranty			
Battery		Yes	No
1. Ultra-reliable Lithium Iron Phosphate Technology.			
2. Designed for daily cycling applications.			
3. 7 Year warranty.			
4. Performance cycle life > 8000 cycles.			
5. Power output = 5kW (continuous) or greater			
6. 2 X Lithium Battery 5.5 kWh			
7. Nominal Voltage: 51.2 V			
8. Can be discharged to 100% DoD.			
9. Over-charge, over-discharge & short-circuit protection.			
10. Battery modules to be installed inside a cabinet. The cabinet should be made of steel with a glass door or other approved.			
Solar Panels		Yes	No
1. 6000 Watt Tier 1 Solar Panels array(s) installed on roof			
2. Roof Solar Panel Mounting Structure			
3. 5 year product warranty			
Installation		Yes	No
This system will:			
1. Power all lights, back up power plugs, water pump plug, microwave, server/cabinet room air-condition at the office,			
2. Exclude geyser, air conditioners, oven and stoves in load shedding with seamless crossover between Grid and Solar system.			
3. System fully installed including all Sundries. AC/DC Switchgear, and Labour			

Installation ; Electrical Work & Maintenance		Yes	No
This system will: 1. Power all lights, backup power plugs, water pump plug, microwave, server/cabinet room air-condition at the office, 2. Exclude geyser, air conditioners, oven and stoves in load shedding with seamless crossover between Grid and Solar system. 3. System fully installed including all Sundries. AC/DC Switchgear, and Labour 1. Connect system to existing DB 2. Labelling of DB and Trip Switches 3. Provide SASSA with COC certificate for each site 4. Provide one year maintenance for alternative power supply system at each site.			
<b>Name of Bidder</b>			
<b>Full Names Name:</b>			
<b>Capacity</b>			
<b>Date</b>		<b>Signature</b>	

**GOVERNMENT PROCUREMENT**

**GENERAL CONDITIONS OF CONTRACT**

**NOTES**

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

## TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)

## **General Conditions of Contract**

### **1. Definitions**

1. The following terms shall be interpreted as indicated:
  - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
  - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
  - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
  - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
  - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
  - 1.7 "Day" means calendar day.
  - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
  - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
  - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
  - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
  - 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.



Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

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| <b>2. Application</b>  | <p>2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.</p> <p>2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.</p> <p>2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.</p>   |
| <b>3. General</b>  | <p>3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.</p> <p>3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from <a href="http://www.treasury.gov.za">www.treasury.gov.za</a></p>  |
| <b>4. Standards</b>  | <p>4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.</p>  |
| <b>5. Use of contract documents and information; inspection.</b> | <p>5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.</p> <p>5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.</p> <p>5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.</p> <p>5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.</p> |
| <b>6. Patent rights</b>  | <p>6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.</p>   |
| <b>7. Performance security</b>                                   | <p>7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.</p>   |

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**8. Inspections,  
tests and  
analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with

supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

**9. Packing**

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

**10. Delivery and documents**

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

**11. Insurance**

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

**12. Transportation**

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

**13. Incidental services**

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
  - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
  - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
  - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and

- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

#### **14. Spare parts**

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
  - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
  - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

#### **15. Warranty**

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

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| <b>16. Payment</b>                              | <p>16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.</p> <p>16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.</p> <p>16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.</p> <p>16.4 Payment will be made in Rand unless otherwise stipulated in SCC.</p>  |
| <b>17. Prices</b>                               | <p>17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.</p>   |
| <b>18. Contract amendments</b>                  | <p>18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.</p>  |
| <b>19. Assignment</b>                           | <p>19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.</p>  |
| <b>20. Subcontracts</b>                         | <p>20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.</p>  |
| <b>21. Delays in the supplier's performance</b> | <p>21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.</p> <p>21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.</p> <p>21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.</p> <p>21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.</p> |

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

## **22. Penalties**

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **23. Termination for default**

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

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

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

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

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

the intended penalty as not objected against and may impose it on the supplier.

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

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

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

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

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

#### **24. Anti-dumping and countervailing duties and rights**

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

#### **25. Force Majeure**

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security,



damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination  
for insolvency**

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of  
Disputes**

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
  - (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of  
liability**

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

		(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
<b>29. Governing language</b>	29.1	The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
<b>30. Applicable law</b>	30.1	The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
<b>31. Notices</b>	31.1	Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
	31.2	The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
<b>32. Taxes and duties</b>	32.1	A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
	32.2	A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
	32.3	No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
<b>33. Industrial Participation Programme</b>	<b>National (NIP)</b>	33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.