



REQUEST FOR PROPOSAL	
DESCRIPTION:	Call for proposals for website hosting, maintenance, and web graphic design
CLOSING TIME AND DATE	Friday 05 September 2025 at 11:00
CONTACT PERSON:	Nana Modiba

Notes:

Request for Proposal

Section I Summary and Purpose of the request

A. Background

The Bioeconomy SA Portal is a web-based platform that consolidates content from multiple sources and presents it through a unified, secure user interface. The portal was established in 2020 as a flagship initiative of the Department of Science, Technology and Innovation (DSTI), and it is managed by Biosafety South Africa (BSA), a platform under the Technology Innovation Agency.

The portal's primary mandate is to facilitate improved access to and exchange of information among stakeholders across the bio-innovation landscape. This includes fostering communication, enhancing sectoral cohesion, and promoting functional integration and collaboration within the national bioeconomy system.

Since its inception, the portal has been developed, maintained and hosted by a service provider. The appointed service provider would have to provide ongoing support including website hosting, routine maintenance, technical updates, and the implementation of new features as needed. It is therefore necessary to initiate a procurement process to appoint a new service provider who will take over all web hosting, development, and maintenance responsibilities to ensure continuity of service and avoid disruption.

Biosafety South Africa, under the Technology Innovation Agency (TIA), is inviting service providers to submit quotes for hosting, maintaining, technical support and designing of the Bioeconomy SA Portal. It is a mandatory requirement for suppliers to respond to all sections of the request for proposal.

B. Objectives

The brief is for a service provider to provide expert technical maintenance and support, host and to a limited extent also develop and implement new features to the portal. This brief is valid for an initial period of 24 months from the contract signature date, with the possibility of renewal for an additional 24 months at TIA's sole discretion. The service provider will be expected to be flexible and responsive to the web graphical design (Creating moveable visual content specifically for websites and digital platforms to enhance user experience. This is a combination of graphic design such as layout, typography, colour, and imagery with

web technologies to produce visually appealing, functional, and responsive designs) and web portal support services requested, as well as provide innovative ideas and recommendations to ensure that all resources and the portal are considered very high quality and cutting edge by their target audiences. Meetings, when necessary, are to be held online.

Website specifications

The Bioeconomy SA Portal website is based on the following technologies.

- Drupal
- PHP
- MySQL
- Apache
- Server space should be dynamic due to there being a content management system (CMS) where the client can upload content.

The website can be accessed at <https://bioeconomy.co.za/>

Section II Scope of Services

The work includes:

1. Hosting and routine maintenance of the Bioeconomy SA Portal Website (outlined in the section 'Website hosting and maintenance'); and
2. Implement any ad-hoc features (outlined in section 'Web graphic design and resource development').

The successful bidder will be required to provide the following expert services to TIA:

1. Website maintenance

- Continued hosting and maintenance of the www.bioeconomy.co.za website on a secure platform. This will include ensuring implementation, troubleshooting, and maintenance support for the existing system, including fixing any bugs in the code; and to collaborate with the team, serve as a resource for problem analysis and solution.
- Provide technical and creative expertise to create, manage, and update the website as required.
- Once-off development work to implement new features when the changes required are not possible from the CMS user interface. This will be kept to a minimum as the website

functionality has been so that content is easily customisable.

- Ensure a reliable hosting environment and a stable functioning of the website platform.
- The contracted web development company will have an automated testing system that checks for broken hyperlinks on the site.
- The contracted web development company will verify regularly that the site is up and running, and will revert to the backup whenever necessary.
- Backups – data backups weekly, code backups as needed.
- In case of a serious incident, the restoration of the website from the most recent backup needs to be assured.
- Search engine optimization.
- Monitor the most popular pages and downloads and generate regular reports. These at a minimum should contain the information as provided in Annexure 1. This information is currently generated using Google Analytics.
- Ensure the continued functionality of the search function and registration tabs continue to pull reports.

Suppliers must indicate compliance to the above listed technology activities.

2. Web graphic design and resource development

- Conceptualise and design context-appropriate communication and engagement resources as required, including interactive online infographics/factographs to communicate key messages around specific topics.
- Design web layouts and interfaces
- Develop interactive online elements and visual assets for online use
- Optimise graphics for web performance
- Provide sourcing of graphic elements like photographic images, maps and icons.
- All digital resources are to be handed over to Biosafety SA on the completion of each project.
- Other graphic design services as required.

Suppliers must indicate compliance to the above listed requirements.

Section III Submission Requirements

Proposal requirements

All proposals must address all the program components as detailed in the scope. Each bidder must submit via e-mail to: nana.modiba@tia.org.za no later than **Friday 05 September 2025 at 11h00**.

a.) Management arrangements

The assignment will be full-time, based on the tasks outlined. All options and recommendations for improving the website will be agreed upon through the Biosafety team, which will directly collaborate with the service provider on different sections of the web portal. When meetings are necessary, they will take place online. Meetings will be necessary to either discuss work to be done or to review the performance of the service provider and develop work plans for the following period. These meetings will be limited to no more than 10 meetings over the 24-month contract.

b.) Pricing data

Website maintenance pricing

The proposal must include an hourly rate inclusive of VAT for website hosting and maintenance. An estimated average of 5 hours of website changes per month and full technical support of 24/7 is anticipated.

Website maintenance pricing schedule

Description	Hourly rate
Hourly rate for website maintenance as described above	

Web graphic design and resource development

All items contained must be inclusive of VAT.

Rates are to include all costs with no unspecified cost to arise.

Bidders are to be evaluated on the below, however specs may change by agreement between parties during the execution of the contract.

Yearly price increases must be included and clearly indicated in the pricing Schedule

The proposal must include an hourly rate inclusive of VAT for ad hoc web graphic design work, including conceptualising and developing products, including design and branding. An estimated 32 hours is anticipated to be required over the two-year period.

Description	Hourly rate
Hourly rate for ad hoc web graphic design work	

c.) Evidence of Competence:

The service provider is required to have:

- Extensive knowledge and experience of website development and management by making use of innovative technologies and applications.
- Specific and in-depth expertise on the current website specifications listed above.
- Demonstrable experience of web design related to a technical subject area. Biotech experience specifically will be an added advantage.
- Excellent communication skills and the capacity to be responsive to changing needs and requirements as communicated by the Biosafety SA team.
- Deliver the requested services within an acceptable timeframe.
- The inclination and ability to meet and discuss concepts with Biosafety SA staff members as required.
- Expert knowledge and experience in web-based graphic design and web graphic design software, including qualified web graphic designers.
- Experience in the development of online infographics and other promotional content as necessary.

Suppliers are required to provide the following information pertaining to the implementation of the project.

- Human resources to be used for the implementation of the project (including their qualifications, skills and competencies – CV's to be attached).

- Portfolio outlining previous projects of a similar nature. This should include examples of websites designed and a portfolio of web based graphic design work, including interactive online infographics.
- The proposal must also include any other information that will facilitate the evaluation of the companies/organisation's reliability and capacity to meet TIA's requirements.

d.) Mandatory requirements (If not submitted the bid will be disqualified):

- The supplier must be registered on Central Supplier Database
- Compliant Tax Status on the Central Supplier Database by the time we appoint the supplier

e.) Service Level Agreement

The preferred bidder will be expected to sign a 24-month Service Level Agreement with TIA for the support and maintenance of the website, as well as the development of resources. A vendor standard sample SLA template must be provided together with the responses. Suppliers are requested to provide their sample SLA template and indicate the escalation process with the relevant personnel. SLA will entail Application Support and any developmental enhancements as and when required.

Payment will be made on a monthly basis on the submission of an itemised invoice.

f.) Request for Proposals

The Agency would like to invite service providers to submit their proposals that will deliver the above solution. The service provider is expected to:

- i.) Describe its understanding of the objectives of the project and the scope of work
- ii.) Provide a portfolio of websites designed and supported as well as web graphic design work done and
- iii.) Complete the pricing schedule. Bidders who fail to complete the pricing schedule will be disqualified.

g.) Proprietary Information

TIA considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the Bidder, to be proprietary to TIA. It shall be kept confidential by the Bidder and its officers, employees, agents and representatives.

This applies regardless of whether the recipient of this RFP responds with a proposal or not. The Bidder shall not disclose, publish, or advertise this specification or related information in part or as a whole to any third party without the prior written consent of TIA.

h.) Proprietary Enquiries & Responses

All communication and attempts to solicit information of any kind relative to this RFP should be channelled to the Contact Person named in the RFP.

All Enquiries regarding this proposal shall be submitted in writing to Nana.Modiba@tia.org.za with the RFP number as the subject.

i.) Medium of Communication

All documentation submitted in response to this RFP must be in English.

j.) Verification of Documents

Respondents should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by TIA regarding anything arising from the fact that pages are missing or duplicated.

k.) Submission of RFPs

The proposal should be emailed to Nana.Modiba@tia.org.za. It is the responsibility of the prospective supplier to ensure that the proposal is submitted no later than five days.

Section IV Bid Evaluation

Evaluation Criteria

Functionality/Technical Evaluation

<i>Evaluation Criteria</i>	<i>Weight</i>	<i>Maximum score</i>
<i>References and Experience of Consultant</i>		
<p>Three written letters of recommendation by clients in their letter head where the supplier maintained, supported, hosted, developed and implemented new features to a portal including the quality of the service rendered.</p> <p>Three or more positive reference letters = 5</p> <p>Two or less positive reference letters = 0</p>	0.10	5
<p>Provide a portfolio of websites designed</p> <p>Demonstration of biotechnology-based website design skills with preference given to agricultural, health, IKS and Industry & Environment biotech activities.</p> <p>At least three websites developed with a clear biotechnology focus, specifically covering one or more of the preferred sectors = 5</p> <p>Two websites developed with a biotechnology focus, with at least one aligning to a preferred sector = 3</p> <p>One website developed with a biotechnology focus = 1</p> <p>No website developed with a biotechnology focus or failed to provide information= 0</p>	0.25	5
<p>Provide a portfolio of web graphic design work, such as websites or online interactive infographics, which you have developed</p> <p>Demonstration of biotechnology-based web graphic design skills. At least three online interactive graphic design pieces developed within agriculture, health, IKS and Industry & Environment = 5</p> <p>At least two online interactive graphic design pieces developed within the preferred sectors = 4</p>	0.25	5

<p>One online interactive graphic design piece developed within the preferred sectors = 3</p> <p>Two online interactive graphic design pieces developed with a biotechnology focus = 2</p> <p>One online interactive graphic design piece developed with a biotechnology focus = 1</p> <p>No website developed with a biotechnology focus or failed to provide information= 0</p>		
<p>Experience of Project Team: website development</p> <p>Average expertise and experience of staff into website development and maintenance – CV's attached (average of years of experience of staff that will contribute to the website development services). Please indicate the names of team members who will participate in website development.</p> <p>Average experience in website development of 10 years or more = 5</p> <p>Average experience in website development of less than 10 years but more than 8 years= 4</p> <p>Average experience in website development of less than 8 years but more than 6 years = 3</p> <p>Average experience in website development of less than 6 years but more than 4 years = 2</p> <p>Average experience in website development of less than 4 years but more than 2 years = 1</p> <p>Average experience in website development of less than 2 years or failed to provide information = 0</p>	0.15	5
<p>Experience of Project Team: Web graphic design</p> <p>Average expertise and experience of staff in web graphic design— CV's attached (average of years of experience of staff that will contribute to the graphic design services). Please indicate the names of team members who will participate in web graphic design.</p> <p>Average experience in web graphic design of less than 10 years but more than 8 years= 4</p> <p>Average experience in web graphic design of less than 8 years but</p>	0.15	5

more than 6 years = 3 Average experience in web graphic design of less than 6 years but more than 4 years = 2 Average experience in web graphic design of less than 4 years but more than 2 years = 1 Average experience in web graphic design of less than 2 years or failed to provide information = 0		
Proposal		
Proposal clearly stating an understanding of TIA's requirements as outlined in this request for proposal, including an understanding of the technical and functional requirements for website hosting, maintenance, and web graphic design work. Requirements fully met=5 Requirements not fully met=0	0.10	5
Total	1	5
Minimum qualifying score		70%

Last Stage

Bidders who met the 70% threshold will be evaluated further based on 80/20 specific goals as below:

Specific Goal	Points	Proof
At least 51% Black ownership	10	Central Supplier Database report / Share register
Less than 51% Black ownership	0	
At least 51% Black Women ownership	10	Central Supplier Database report / Share register
Less than 51% Black Women ownership	0	
Total points for specific goals	20	
Price	80	Quotation
Total	100	

Section V General Terms and Conditions

The bidder is responsible for all costs incurred in the preparation and submission of the proposal.

A copy/s of any affiliations, memberships and/or accreditations that support your submission must be included in the proposal.

Kindly note that TIA is entitled to:

- Amend any RFP conditions, validity period, specifications, or extend the closing date and/or time of RFPs before the closing date. All respondents, to whom the RFP documents have been issued, will be advised in writing of such amendments in good time;
- Verify any information contained in a proposal;
- Not to appoint any bidder;
- Vary, alter, and/or amend the terms of this RFP, at any time prior to the finalisation of its adjudication hereof;
- An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a proposal, or cancellation of any subsequent contract.
- TIA reserves the right not to accept the lowest proposal or any proposal in part or in whole. TIA normally awards the contract to the Bidder who proves to be fully capable of handling the contract and whose Proposal is technically acceptable and/or financially advantageous to TIA. Appointment as a successful service provider shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such agreement within 30 days from the appointment date, TIA shall be entitled to appoint the service provider who was rated second, and so on.
- TIA also reserves the right to award this RFP as a whole or in part without furnishing reasons.

- TIA also reserves the right to cancel or withdraw from this RFP as a whole or in part without furnishing reasons and without attracting any liability.
- The Bidder hereby offers to render all of the services described in the attached documents (if any) to TIA on the terms and conditions and in accordance with the specifications stipulated in this RFP documents (and which shall be taken as part of, and incorporated into, this proposal at the prices inserted therein).
- This proposal and its acceptance shall be subject to the terms and conditions contained in this RFP document.
- The bidder shall prepare for a possible presentation and demonstration should TIA require such and the bidder shall be notified thereof no later than four (4) days before the actual presentation date.
- **TIA may disregard any submission if that bidder, or any of its Directors:**
 - Abused the Supply Chain Management (SCM) system of any Government Department / Institution
 - Committed proven fraud or any other improper conduct in relation to such system.
 - failed to perform on any previous contract and the proof thereof exists.
 - Restricted from doing business with the public sector if such a supplier obtained preferences fraudulently or if such supplier failed to perform on a contract based on specific goals.

SBD 4 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.

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.

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

2.3.1 If so, furnish particulars:

.....

.....

3. DECLARATION

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

3.1 I have read, and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported

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

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

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

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

.....

Signature

Date

.....

Position

Name of bidder

SBD 6.1

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

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(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).

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:

80/20 or 90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20 or 90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system: or**
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.**

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

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

The specific goals allocated points in terms of this tender	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)
At least 51% Black ownership		10		
Less than 51% Black ownership		0		
At least 51% Black Women ownership		10		
Less than 51% Black Women ownership		0		

5. DECLARATION WITH REGARD TO COMPANY/FIRM

5.1 Name of company/firm.....

5.2 Company registration number:

5.3 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]

5.4 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 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:

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