



**INDUSTRIAL DEVELOPMENT CORPORATION**

**REQUEST FOR PROPOSAL (RFP)**  
**APPOINTMENT OF SERVICE PROVIDER TO CONDUCT A DETAILED LINE SCANNING SURVEY FOR THE 1404 km RAIL CONTAINER CORRIDOR FROM CITY DEEP (GAUTENG) TO PORT OF DURBAN (KZN)**

<b>RFP number</b>	<b>T23/05/26</b>
<b>Issue date</b>	<b>5 MAY 2026</b>
<b>Closing date and time</b>	<b>22 MAY 2026 at 11h00</b>
<b>Tender validity period</b>	<b>120 days from the closing date and time</b>
<b>Responses to this RFP should ONLY be forwarded to</b>	<a href="https://idcza-my.sharepoint.com/:f/g/personal/tinys_idc_co_za/IgC6mEuitQ1zS6-5kdFhADPIAfpEVQWiRg3rGqvJHhtNQgw">https://idcza-my.sharepoint.com/:f/g/personal/tinys_idc_co_za/IgC6mEuitQ1zS6-5kdFhADPIAfpEVQWiRg3rGqvJHhtNQgw</a>

## TABLE OF CONTENTS

<b>SECTION 1: GENERAL CONDITION OF BID</b>	<b>4</b>
1. PROPRIETARY INFORMATION	4
2. ENQUIRIES	4
3. BID VALIDITY PERIOD	4
4. INSTRUCTIONS ON SUBMISSION OF BIDS	4
5. PREPARATION OF BID RESPONSE	5
6. SUPPLIER PERFORMANCE MANAGEMENT	5
7. ENTERPRISE AND SUPPLIER DEVELOPMENT	5
8. IDC'S RIGHTS	6
9. UNDERTAKINGS BY THE BIDDER	6
10. REASONS FOR DISQUALIFICATION	7
11. RETURNABLE SCHEDULES	7
12. EVALUATION CRITERIA AND WEIGHTINGS	8
13. PROMOTION OF EMERGING BLACK OWNED SERVICE PROVIDERS	10
<b>SECTION 2: FUNCTIONAL REQUIREMENTS</b>	<b>12</b>
1. SPECIAL INSTRUCTIONS TO BIDDERS	12
2. BACKGROUND INFORMATION	12
3. SCOPE OF WORK/TERMS OF REFERENCE	15
4. PROJECT TIMELINES	18
5. TECHNICAL EVALUATION CRITERIA	19
<b>SECTION 3: COST PROPOSAL AND PRICE DECLARATION FORM</b>	<b>23</b>
<b>SECTION 4: ANNEXURES</b>	<b>28</b>
<b>ANNEXURE 1: RESPONSE FORMAT FOR SECTION 2</b>	<b>29</b>
<b>ANNEXURE 2: ACCEPTANCE OF BID CONDITIONS AND BIDDER'S DETAILS</b>	<b>31</b>
<b>ANNEXURE 3: TAX COMPLIANCE REQUIREMENTS</b>	<b>34</b>
<b>ANNEXURE 4: BIDDER'S DISCLOSURE</b>	<b>35</b>
<b>ANNEXURE 5: SHAREHOLDERS AND DIRECTORS INFORMATION</b>	<b>38</b>
<b>ANNEXURE 6: BEE COMMITMENT PLAN</b>	<b>40</b>
<b>ANNEXURE 7: DISCLOSURE STATEMENT</b>	<b>41</b>
<b>ANNEXURE 8: PRIVACY &amp; PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013 REQUIREMENTS</b>	<b>42</b>

**SECTION 1: GENERAL CONDITIONS OF BID**

## SECTION 1: GENERAL CONDITION OF BID

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### 1. PROPRIETARY INFORMATION

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Industrial Development Corporation of SA Ltd (IDC) considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to IDC. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of IDC.

### 2. ENQUIRIES

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2.1. All communication and attempts to solicit information of any kind relative to this RFP should be channelled **in writing** to:

Name: Ms. Ntombifikile Mokgeseng  
Telephone Number: Office: +27 11 269 3767  
Email address: [ntombifikilem@idc.co.za](mailto:ntombifikilem@idc.co.za)

2.2. Enquiries in relation to this RFP will not be entertained after 16h00 on **13 May 2026**.

2.3. The enquiries will be consolidated, and IDC will issue one response and such response will be posted, within two days after the last day of enquiries, onto the IDC website ([www.idc.co.za](http://www.idc.co.za)) under tenders i.e., next to the same RFP document.

2.4. The IDC may respond to any enquiry in its absolute discretion and the bidder acknowledges that it will have no claim against the IDC on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

### 3. BID VALIDITY PERIOD

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3.1. Responses to this RFP received from bidders will be valid for a period of **120** days counted from the bid closing date.

### 4. INSTRUCTIONS ON SUBMISSION OF BIDS

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4.1. Bid responses must be submitted in electronic format only and must be e-mailed to the dedicated e-mail address as provided herein.

4.2. Bid responses should be in generally acceptable / standard electronic file format/s (i.e., Microsoft suite of products or pdf) to enable access thereto by the IDC for purposes of evaluating responses received. Where documents are presented in a format which cannot be accessed by the IDC through generally acceptable formats, such bid response will be disqualified.

4.3. The closing date for the submission of bids is 21 April 2026 not later than 11:00 AM (before midday). No late bids will be considered. Bids must only be sent to **T23/05/26** [https://idcza-my.sharepoint.com/:f/g/personal/tinys\\_idc\\_co\\_za/lgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw](https://idcza-my.sharepoint.com/:f/g/personal/tinys_idc_co_za/lgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw)

4.4. Bids sent to any other platform other than the one specified herein will be disqualified and will not be considered for evaluation. It is the bidder's responsibility to ensure that the bid is sent to the correct platform and that this is received by the IDC before the closing date and time in IDC's dedicated platform: **T23/05/26** [https://idcza-my.sharepoint.com/:f/g/personal/tinys\\_idc\\_co\\_za/lgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw](https://idcza-my.sharepoint.com/:f/g/personal/tinys_idc_co_za/lgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw) Bidders are advised to submit / send its bid responses at least 30 minutes before the 11:00AM deadline to avoid any Information Technology (IT) network congestions or technical challenges in this regard which may result in bid responses being received late. IDC's platform is configured to receive documents with sizes up to 50MB.

4.5. The IDC will not be held responsible for any of the following:

4.5.1. bid responses sent to the incorrect email address;

- 4.5.2. bid responses being inaccessible due to non-standard electronic file formats being utilised to submit responses by bidders;
  - 4.5.3. any security breaches and unlawful interception of tender / bid responses by third parties outside the IDC's IT network domain;
  - 4.5.4. bid responses received late due to any IT network related congestions and/or technical challenges; and
  - 4.5.5. bid responses with file size limits greater than IDC's e-mail receipt capacity of 50MB.
- 4.6.** Only responses received via the specified platform will be considered.
- 4.7.** Where a complete bid response (Inclusive of all relevant Schedules) is not received by the IDC in its electronic platform ([https://idcza-my.sharepoint.com/:f/g/personal/tinys\\_idc\\_co\\_za/IgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw](https://idcza-my.sharepoint.com/:f/g/personal/tinys_idc_co_za/IgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw)) by the closing date and time, such a bid response will be regarded as incomplete and late. Such late and / or incomplete bid will be disqualified. It is the IDC's policy not to consider late bids for tender evaluation.
- 4.8.** Amended bids may be sent to the electronic platform ([https://idcza-my.sharepoint.com/:f/g/personal/tinys\\_idc\\_co\\_za/IgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw](https://idcza-my.sharepoint.com/:f/g/personal/tinys_idc_co_za/IgC6mEuitQ1zS6-5kdFhADPiAfpEVQWiRg3rGqvJHhtNQqw)) marked "Amendment to bid" and should be received by the IDC before the closing date and time of the bid.

## **5. PREPARATION OF BID RESPONSE**

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- 5.1.** All the documentation submitted in response to this RFP must be in English.
- 5.2.** The bidder is responsible for all the costs that it shall incur related to the preparation and submission of the bid document.
- 5.3.** Bids submitted by bidders which are companies or are comprised of companies must be signed by a person or persons duly authorised thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.
- 5.4.** The bidder should check the numbers of the pages of its bid to satisfy itself that none are missing or duplicated. No liability will be accepted by IDC in regard to anything arising from the fact that pages of a bid are missing or duplicated.
- 5.5.** Bidder's tax affairs with SARS must be in order (tax compliant status) and bidders must provide written confirmation to this effect as part of their tender response.
- 5.6.** In the event that the bidding structure is a Prime Contractor with Sub-contractor/(s), then the Prime Contractor must not hold lower % of the contract value than any of the subcontractors.

## **6. SUPPLIER PERFORMANCE MANAGEMENT**

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- 6.1.** Supplier Performance Management is viewed by the IDC as a critical component in ensuring value for money acquisition and good supplier relations between the IDC and all its suppliers.
- 6.2.** The successful bidder shall upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the IDC, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor, and assess the supplier performance and ensure effective delivery of service, quality and value-add to IDC's business.
- 6.3.** Successful bidders will be required to comply with the above condition and provide a scorecard on how their product / service offering is being measured to achieve the objectives of this condition.

## **7. ENTERPRISE AND SUPPLIER DEVELOPMENT**

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The IDC promotes enterprise development. In this regard, successful bidders may be required to mentor SMMEs and/ or Youth-Owned businesses. The implications of such arrangement will be subject to negotiations between the IDC and the successful bidder.

## **8. IDC'S RIGHTS**

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- 8.1.** The IDC is entitled to amend any bid condition, bid validity period, RFP specification, or extend the bid closing date, all before the bid closing date. All bidders, to whom the RFP documents have been issued and where the IDC have record of such bidders, may be advised in writing of such amendments in good time and any such changes will also be posted on the IDC's website under the relevant tender information. All prospective bidders should therefore ensure that they visit the website regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.
- 8.2.** The IDC reserves the right not to accept the lowest priced bid or any bid in part or in whole. It normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose bid is functionally acceptable and financially advantageous to the IDC.
- 8.3.** The IDC reserves the right to conduct site visits at bidder's corporate offices and / or at client sites if so required.
- 8.4.** The IDC reserves the right to request all relevant information, agreements, and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the IDC to conduct background checks, including FICA verification, on the bidding entity and any of its directors / trustees / shareholders / members.
- 8.5.** The IDC reserves the right, at its sole discretion, to appoint any number of vendors to be part of this panel of service providers, if applicable (i.e., where a panel is considered).
- 8.6.** The IDC reserves the right of final decision on the interpretation of its tender requirements and responses thereto.
- 8.7.** The IDC reserves the right to consider professional conduct and experiences it had with any bidder which rendered similar services to the IDC in the past 5 years over and above the references put forward by the bidder in its response.

## **9. UNDERTAKINGS BY THE BIDDER**

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- 9.1.** By submitting a bid in response to the RFP, the bidder will be taken to offer to render all or any of the services described in the bid response submitted by it to the IDC on the terms and conditions and in accordance with the specifications stipulated in this RFP document.
- 9.2.** The bidder shall prepare for a possible presentation should IDC require such and the bidder will be required to make such presentation within five (5) days from the date the bidder is notified of the presentation. Such presentation (i.e. may include a practical demonstration of products or services as called for in this RFP.
- 9.3.** The bidder agrees that the offer contained in its bid shall remain binding upon him/her and receptive for acceptance by the IDC during the bid validity period indicated in this RFP and its acceptance shall be subject to the terms and conditions contained in this RFP document read with the bid.
- 9.4.** The bidder furthermore confirms that he/she has satisfied himself/herself as to the correctness and validity of his/her bid response; that the price(s) and rate(s) quoted cover all the work/item(s) specified in the bid response documents; and that the price(s) and rate(s) cover all his/her obligations under a resulting contract for the services contemplated in this RFP; and that he/she accepts that any mistakes regarding price(s) and calculations will be at his/her risk.
- 9.5.** The successful bidder accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and SLA to be concluded with IDC, as the principal(s) liable for the due fulfilment of such contract.
- 9.6.** The bidder accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the bidder. All supporting documentation and manuals submitted with its bid will become IDC property unless otherwise stated by the bidder/s at the time of submission.

## **10. REASONS FOR DISQUALIFICATION**

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- 10.1.** The IDC reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder:
- 10.1.1. bidder whose Tax Status is non-compliant, after they have been notified accordingly and remain non-compliant;
  - 10.1.2. bidder who submit incomplete information and documentation according to the requirements of this RFP document;
  - 10.1.3. bidder who submit information that is fraudulent, factually untrue, or inaccurate information;
  - 10.1.4. bidder who receive information not available to other potential bidders through fraudulent means;
  - 10.1.5. bidder who do not comply with any of the mandatory requirements as stipulated in the RFP document;
  - 10.1.6. bidder who fail to comply with POPIA requirements as listed herein; and
  - 10.1.7. bidder as the prime contractor, who holds a lower percentage in terms of the value of the contract than any of its subcontractor/(s).

## **11. RETURNABLE SCHEDULES**

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Bidders shall submit their bid responses in accordance with the returnable schedules specified below (each schedule must be clearly marked):

- 11.1. Cover Page:** (the cover page must clearly indicate the RFP reference number, bid description and the bidder's name)

**11.2. Schedule 1:**

- 11.2.1. Executive Summary (explaining how you understand the requirements of this RFP and the summary of your proposed solution)

**11.3. Schedule 2**

- 11.3.1. Copy of Board Resolution, duly certified;
- 11.3.2. Originally certified copy of ID document for the Company Representative;
- 11.3.3. Annexure 2 of this RFP document (duly completed and signed);
- 11.3.4. Annexure 3 of this RFP document (duly completed and signed);
- 11.3.5. Annexure 4 of this RFP document (duly completed and signed);
- 11.3.6. Response to Annexure Annexure 5 of this RFP document;
- 11.3.7. Response to Annexure 6 of this RFP document;
- 11.3.8. Bidders must submit a B-BBEE verification certificate. For Exempted Micro Enterprises (EME) with an annual revenue of less than R10 million and Qualifying Small Enterprises (QSE) with an annual revenue of between R10 million and R50 million per annum, a sworn affidavit confirming the annual total revenue and level of black ownership may be submitted. Any misrepresentation in terms of the declaration constitutes a criminal offence as set out in the B-BBEE Act as amended.

**Note: If a bidder is a Consortium, Joint Venture or Prime Contractor with Subcontractor(s), the documents listed above must be submitted for each Consortium/ JV member or Prime Contractor and Subcontractor(s).**

- 11.3.9. Annexure 7 of this RFP document (duly responded to);
- 11.3.10. Annexure 8 of this RFP document (duly completed and signed, if applicable);

- 11.3.11. Statement of Financial Position of the Bidder: Latest Audited Financial Statements (where applicable in terms of the Company's Act) and/or independently reviewed financial statements and/or Cashflow Budget for new entities with no financial records.
- 11.3.12. Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable).

#### **11.4. Schedule 3:**

- 11.4.1. Response to Section 2 of this document, in line with the format indicated in this RFP document.
- 11.4.2. Annexure 1 of this RFP document duly completed and signed.

**11.5. Schedule 4:** Price Proposal (response to Section 3 of this RFP document).

**NOTE: Must be submitted as a separate file/document marked Schedule 4: Price Proposal)**

## **12. EVALUATION CRITERIA AND WEIGHTINGS**

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Bids shall be evaluated in terms of the following process:

**12.1. Phase 1: Initial Screening Process:** During this phase, bid responses will be reviewed for purposes of assessing compliance with RFP requirements including the general bid conditions and also the Specific Conditions of Bid, which requirements include the following:

- IDC will make use of the Central Supplier Database (CSD) to access key information which is required to conduct supplier vetting including Company Registration status, tax compliance status and any other relevant checks conducted on CSD.
- In the event that the bidding structure is a Prime Contractor with Sub-contractor/(s), then IDC will evaluate the information provided in Annexure 2 (Acceptance of Bid Conditions and Bidder's Details) and if determined that the Prime Contractor holds a lower percentage in terms of the value of the contract than any of its subcontractor/(s), then the bid will be disqualified.
- Submission of ID copy for the Company Representative as referenced in 11.3.3 above.
- BEE Status Certification as referenced in 11.3.7 above.
- Completion of all Standard Bidding Documents and other requirements, as reflected in this RFP, which covers the following:
  - Section 2: Statement of compliance with the Functional Evaluation Criteria for this RFP.
  - Section 3: Cost Proposal and Price Declaration Form.
  - Annexure 1: Response Format For Section 2 (Bidders Experience & Project Team)
  - Annexure 2: Acceptance Of Bid Conditions And Bidder's Details
  - Annexure 3: Tax Compliance Requirements
  - Annexure 4: Bidder's Disclosure
  - Annexure 5: Shareholders' Information/ Group Structure
  - Annexure 6: BEE Commitment Plan.
  - Annexure 7: Disclosure Statement.
  - Annexure 8: Privacy & Protection of Personal Information Act 4 of 2013 Requirements

**Note: Failure to comply with the requirements assessed in Phase 1 (compliance), may lead to disqualification of bids.**

#### **12.2. Phase 2: Technical/ Functionality Evaluation**

Bid responses will be evaluated in accordance with the Functional criteria as follows:

##### **12.2.1. Mandatory Functional/ Technical Requirements**

All bid responses that do not meet the Mandatory Functional Requirements will be disqualified and will not be considered for further evaluation on the Other Functional

Requirements. The Mandatory Functional Requirements are stated in section 2 of this RFP document.

**Note: Failure to comply with the Mandatory Functional Requirements assessed in this phase will lead to disqualification of bids.**

### 12.2.2. Other Functional/ Technical Requirements

With regards to the other Functional Requirements, the following criteria (set out in more detail in section 2 of this RFP document) and the associated weightings will be applicable:

ELEMENT	WEIGHT
Bidder's relevant Experience	25
Bidder's proposed Methodology and Approach	35
Bidders proposed Project Plan	10
Qualifications, Skills, and Experience of key personnel	30
<b>TOTAL</b>	<b>100</b>

**Note: The minimum qualifying score for functionality is 70%. All bidders that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation on Price and Specific Goals.**

### 12.3. Phase 3: Preference Point System

All bids that achieve the minimum qualifying score for Functionality (acceptable bids) will be evaluated further in terms of the preference point system, as follows:

CRITERIA	POINTS
Price	80
Specific Goals <sup>1</sup>	20
<b>TOTAL</b>	<b>100</b>

<sup>1</sup>Specific Goals for this tender and points that may be claimed are indicated per table below:

SPECIFIC GOALS	POINTS
	(80/20 system)
Black ownership <sup>2</sup>	10
30% Black women ownership	5
Any % of ownership by Black Designated Groups <sup>3</sup>	2
Reconstruction Development Programme Objective: Promotion of SMMEs (Entities that are EME or QSE)	3
<b>TOTAL POINTS</b>	<b>20</b>

<sup>2</sup>Black ownership: 100% black owned entities will score the full 10 points (if 80/20 system), and between 51% - 99.99% black owned entities will score 4 points (if 80/20 system).

<sup>3</sup>Black Designated Groups has the meaning assigned to it in the codes of good practice issued in terms of section 9(1) of the Broad-Based Black Economic Act as amended.

### 12.4. Phase 4: Objective Criteria

This contract will be awarded to the bidder scoring the highest points unless an objective criterion justifies the award of the tender to a bidder other than the highest scoring bidder.

#### **12.4.1. Objective Criteria are:**

The bidder must pose less risk to the IDC. The risk will be assessed in terms of, but not limited to, the following:

- Reputational Risk: This will be assessed in line with the bidder's disclosure (Refer to Annexure 7: Disclosure statement of this document).
- Concentration Risk: Over exposure to a single bidder.
- The bidder's financial capability in relation to the execution of the contract.
- The bidder's past performance in IDC contracts.

### **13. PROMOTION OF EMERGING BLACK OWNED SERVICE PROVIDERS**

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It is the IDC's objective to promote transformation across all industries and/ or sectors of the South African economy and as such, bidders are encouraged to partner with a black owned entity (being 50%+1 black owned and controlled). Such partnership may include the formation of a Joint Venture and/ or subcontracting agreement etc., where a portion of the work under this tender would be undertaken by black owned entities. To give effect to this requirement, bidders are required to submit a partnership / subcontracting proposal detailing the portion of work to be outsourced, level of involvement of the black owned partner and where relevant, submit either a consolidated B-BBEE scorecard or each bidder of the partnership in their individual capacity to submit a BEE certificate or Sworn Affidavit in case of an EME or QSE which will be considered as part of the Specific Goals scoring listed in 12.3.

## **SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION**

## **SECTION 2: FUNCTIONAL REQUIREMENTS**

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### **1. SPECIAL INSTRUCTIONS TO BIDDERS**

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- 1.1. Should a bidder have reason to believe that the Functional Requirements are not open/fair and/or are written for a particular service provider; the bidder must notify IDC Procurement within five (5) days after publication of the RFP.
- 1.2. Bidders shall provide full and accurate answers to the questions posed in this RFP document, and, where required explicitly state “Comply/Not Comply” regarding compliance with the requirements. Bidders must substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/ technical requirements; failure to substantiate may lead to the bidder being disqualified. All documents as indicated must be supplied as part of the bid response.
- 1.3. Failure to comply with Mandatory Requirements may lead to the bidder being disqualified.

### **2. BACKGROUND INFORMATION**

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#### **2.1. Introduction**

The Container Corridor (ConCor) is the backbone of South Africa’s overall rail freight network. It connects and interfaces with the North Corridor, Cape Corridor, and Central Corridor. This Corridor is a critical logistics enabler for South Africa’s import and export freight transportation, as well as a key contributor to the country’s economic growth. It represents a significant opportunity for rail-based General Freight Business growth, especially as the private sector develops more Logistics Hubs and Back of Port facilities along the Corridor.

ConCor connects the Port of Durban to Gauteng’s economic hub and offers direct rail transport of strategic commodities from the Port of Durban to the inland terminals (City Deep, Kascon, Pretcon, Kaalfontein), and several private sidings throughout Gauteng and beyond. Furthermore, this corridor serves as a critical logistical enabler of South Africa’s import and export freight transportation, as well as an important component in the country’s and region’s economic growth strategy.

The Container Corridor Durban cluster runs up to Stanger, connecting with the North Corridor and down the South Coast to Port Shepstone, and from Pietermaritzburg to Newcastle and then Johannesburg in the Gauteng Province. Commodities railed on the Container Corridor include containers, automotive, grain, fuel, chemicals, coal, manganese, chrome, and FMCG general freight cargo and, Pietermaritzburg area largely consists of branch lines where most of the activity is from the Timber sector. The dominant industries serviced are the Container, Automotive, Agriculture, and Fuel sectors. The Gauteng cluster handles container cargo and operates the major inland container terminals of City Deep and Kascon. Containers move between the Port of Durban, the Cape Corridor, Botswana, and Pretoria.

Container Corridor key facts:

- Lifeblood of the Gauteng and Durban economy, consequently the country at large;
- Domestic, import and export traffic transported;
- Eskom coal trains and Richard’s Bay – Glencoe coal trains;
- Contributes to the GDP of the country; and
- Reduces reliance on road transport.

However, the terminal has faced challenges in recent years. Freight volumes transported on the Corridor decreased from 12.6 Mtpa in 2017/18 to 6.7 Mtpa in 2024/25, resulting in a revenue drop from R2.6 bn to R1.3 bn as shown in Figure 1 below.

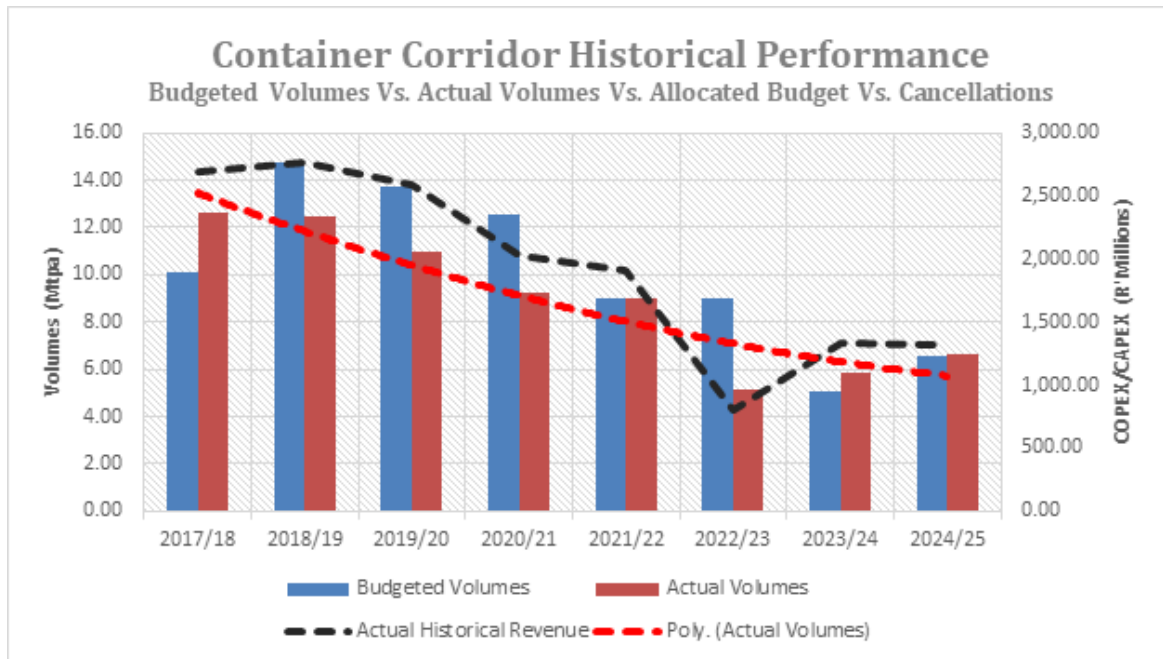


Figure 1: Historical Performance

Several factors have compounded to reduce the operational efficiency of rail deliveries to the port:

- **Locomotive and Spare Parts Shortage:** There has been a chronic shortage of locomotives and necessary spare parts, which has directly impacted the frequency and reliability of commodity deliveries by rail to the Port of Durban.
- **Cable Theft and Vandalism:** The rail infrastructure has suffered from frequent incidents of cable theft and vandalism. These disruptions have caused considerable delays and uncertainties in rail transport, leading to inefficiencies in scheduling and logistics.
- **Infrastructure Degradation:** General degradation of the rail infrastructure without timely maintenance or upgrades has further exacerbated the problem, leading to an increase in the number of derailments and reduced rail capacity and reliability.

The decline in rail performance and subsequent impact on commodity export volumes underline the critical need for robust rail infrastructure to support major export facilities like the Port of Durban.

The limited capital available in Transnet has significantly impacted its ability to maintain and expand its rail infrastructure, which in turn has affected industries reliant on this network, such as commodity exports & imports through the Port of Durban. The situation calls for a strategic review and urgent maintenance investment in the commodity export rail line.

To understand where to invest in prioritised track maintenance, Container Corridor is considering deploying the above-ground and below-ground asset condition scan to audit the current state of repair of the Container Corridor. This track forms a vital corridor for the movement of commodity from Johannesburg to Durban.

A non-destructive survey is believed that it could be a significant step towards addressing the ongoing issues of track degradation. It will provide stakeholders with a baseline of the current state of repair of the track, including above-ground assets like sleepers, rail, ditches and earthworks as well as below-ground track bed assets such as ballast and sub-ballast layers and the formation. This evidence will allow stakeholders to make informed decisions when

planning essential maintenance work. The register and accompanying work order recommendations can help prioritise future work to upgrade and maintain the network to achieve the nameplate capacity. The information would also be invaluable to help engineers devise an implementation plan with priority sections to improve maintenance performance and asset reliability.

The current scope of works includes all tracks (1404km double line) between Johannesburg (City Deep) and Durban.

The survey initiative would be a significant step towards addressing the ongoing issues of track degradation. Here's how this could help:

- **Diagnosis of Rail Issues:** By identifying areas of wear, corrosion, or other structural weaknesses, the survey can pinpoint specific problems that need attention.
- **Preventative Maintenance:** The data from a survey can inform preventative maintenance strategies. By addressing issues early, Transnet Rail Infrastructure Manager can prevent minor problems from escalating into major failures that disrupt commodity transport from Johannesburg to Port of Durban.
- **Efficiency and Safety Improvements:** Regularly scheduled surveys can help ensure that the rail infrastructure is maintained to a high standard, improving the overall efficiency and safety of the rail network. This is crucial for maintaining a reliable supply chain for commodity exports & imports.
- **Cost Savings:** While the initial investment in such technology and surveys might seem high, the long-term cost savings from avoiding large-scale rail failures and unscheduled downtime can be substantial.
- **Supporting Expansion Plans:** With the Durban Port looking to expand capacity and possibly integrate more sophisticated logistics solutions, having a robust rail infrastructure is essential. The survey initiative in maintaining and upgrading the railway tracks is vital for these future plans.

This outcome could serve as a model for how technology and expert analysis can be leveraged to improve critical infrastructure, ensuring the longevity and reliability of essential transport networks.

### **3. SCOPE OF WORK/TERMS OF REFERENCE**

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#### **3.1. Scope overview**

This project involves conducting a comprehensive track survey along the section between Gauteng and Durban, covering a double-line route with a total extent of 1,404 track kilometres. The survey is intended to establish a clear baseline of the current condition of the railway infrastructure. It will assess both above-ground assets—such as rails, sleepers, drainage ditches, and earthworks—and below-ground components, including the ballast, sub-ballast layers, and track formation. The findings will provide robust, evidence-based information to enable stakeholders to make informed decisions regarding the planning and prioritisation of essential maintenance and rehabilitation activities. This will entail the following deliverables:

- i. Mobilisation of the survey equipment to Johannesburg (City Deep)
- ii. Survey of the network from Gauteng to Port of Durban and back to Gauteng
- iii. Demobilisation of the survey equipment
- iv. Data capturing and processing of the data collected
- v. Analyze survey data to produce tailored, actionable work-order recommendations.
- vi. Provide desktop-based viewing software to enable the synchronisation of survey data, analysis of results, and reporting. The deliverable includes full system access, user training, and ongoing technical support for five (5) designated Transnet officials for the full duration of the project.

#### **3.2. Survey Equipment Capabilities**

The surveying system shall be a rugged, integrated unit incorporating all required cameras and sensor technologies within a single platform. The system shall be fully self-contained, including its own power supply, environmental control, onboard processing, and data storage with backup capability. It shall be designed to reliably collect time-synchronised track bed inspection data under operational railway conditions. The system shall be deployable in a containerised configuration suitable for installation on a rail wagon or the survey equipment can be fitted onto a dedicated road rail vehicle. The configuration will undergo internal Transnet approval and Railway Safety Regulatory approvals to ensure that it can safely operate on the section between Gauteng and Durban.

#### **3.3. Detailed scope of work**

##### **3.3.1. Mobilisation of the Survey Equipment to Johannesburg (City Deep)**

Mobilisation will include the secure transportation of calibrated survey equipment, sensors, data acquisition units, and supporting hardware to the City Deep mobilisation point in Johannesburg. All equipment will be inspected, tested, and verified against manufacturer specifications and applicable industry standards prior to deployment. A mobilisation checklist, asset register, and calibration certificates will be submitted to confirm readiness and compliance. Mobilisation activities will be executed in accordance with regulated safety, security, and access-control requirements.

### 3.3.2. Survey of the Network from Gauteng to the Port of Durban and Return to Gauteng

A comprehensive condition and geometry survey will be conducted along the designated rail corridor between Gauteng and the Port of Durban, including the return leg. The survey will collect continuous, geo-referenced data on track geometry, alignment, profile, and observable infrastructure defects using instrumented survey systems. Data collection will be executed at operational speeds where permitted, minimising disruption to rail operations. Survey activities will comply with applicable Transnet engineering standards, rail safety regulations, and operational protocols.

### 3.3.3. Demobilisation of the Survey Equipment

Upon completion of the fieldwork, all survey equipment will be systematically demobilised from site. This includes safe shutdown, data integrity verification, packaging, and transportation of equipment back to the designated storage or maintenance facility. A demobilisation report will confirm asset condition, data completeness, and any maintenance requirements identified post-survey.

### 3.3.4. Data Capturing and Processing of the Data Collected

To ensure consistency between data collection, processing, and reporting outputs, the captured and validated survey data will be structured to support a suite of standardised condition and asset assessment reports. Following data cleansing, quality assurance, route chainage alignment, and geospatial integration, the processed datasets will be suitable for generating the reports outlined in **Table 1**. These reports represent the minimum expected deliverables derived from the integrated use of GPR, optical imaging, inertial, and positioning technologies, and collectively support infrastructure condition assessment, asset management, and decision-making. Additional reports may be produced where required.

Item	Data reports names	Requirements
1.	Track Ballast and Subgrade Condition Assessment Report (GPR-Based)	Impulse Ground Penetration Radar (GPR) system and cameras to: <ul style="list-style-type: none"><li>• <i>Map ballast quality, moisture, subgrade erosion and ballast pockets.</i></li><li>• <i>Surface mud spot, ballast particles size</i></li></ul>
2.	Track Component Condition and Rail Wear Assessment Report (Line Scan Camera-Based)	Line scan camera systems for sleeper damage, sleeper type, spacing, angularity, joint bars and fastener clipping mapping and rail wear.
3.	Track bed, Drainage, and Earthworks Condition Mapping Report	Mapping of ballast volume, trackside drainage and earthwork structures (embankments and cuttings).
4.	Track Geometry and Ride Quality Assessment Report (IMU-Based)	Inertial Measurement Unit (IMU) for determining rough ride, vertical and horizontal alignment track geometry.

Item	Data reports names	Requirements
5.	Track Centreline Asset Mapping and Spatial Reference Report	An asset map with centreline model to be provided to support an asset condition register (dual band Global Positioning Systems (GPS), Inertial Navigation System (INS) and contactless Distant Measurement Instrument (DMI)).

**Note:** For each data report identified in Table 1, bidders are expected to submit deliverables in the following native formats, compatible with the respective report outputs:

- i. **Excel or CSV file:** *Tabulated, numeric result of each metric against location metadata (including Track ID, mileage, GPS location, and a Bing Maps hyperlink).*
- ii. **Google Earth KMZ file:** *This can be opened in Google Earth to show the measured track bed condition metrics in the context of the local terrain.*
- iii. **Track Chart PDFs:** *These show a linear chart, typically 10km per row, colour-coded by a specific metric.*
- iv. **Desktop Viewing software:** *to view above and below-ground asset information from synchronised data streams, including all track bed quality metrics and track bed surface images derived from the survey, a Bing map view with kml overlays, and track geometry.*

### 3.3.5. Analysis of Survey Data and Development of Actionable Work-Order Recommendations

Processed survey data will be analysed by experienced engineering and asset-management specialists to identify defects, emerging trends, and priority intervention areas. The analysis will convert raw measurements into a structured defect register and practical, risk-based work-order recommendations aligned with maintenance thresholds, safety requirements, performance targets, and nameplate capacity objectives. These outputs will support the prioritisation of future upgrade and maintenance works and provide engineers with the evidence required to develop a phased implementation plan focusing on critical network sections, improved maintenance performance, and enhanced asset reliability.

### 3.3.6. Provision of Desktop-Based Viewing Software, Training, and Support

A desktop-based viewing and analysis software solution will be provided to enable the synchronisation, interrogation, visualisation, and reporting of survey data and analytical results. The deliverable includes full system access for five (5) designated Transnet officials, comprehensive user training (covering data navigation, interpretation, and reporting), and ongoing technical support for the full duration of the project. The software will support secure data access, role-based permissions, and export of reports suitable for engineering, maintenance, and management use.

## 3.4. General

- a) A Project Steering Committee comprising government technical resources from IDC/ISA and Transnet, will be constituted during the project duration to provide oversight to the project.

- b) The bidder will be required to schedule bi-weekly progress meetings with the project team via Microsoft team or at the consultant's offices if required.
- c) Site meeting and site visits in along the Container corridor rail network will be scheduled on an ad hoc basis.
- d) It is required that the bidder will engage interested and affected parties. The client would be in attendance to support and contribute.
- e) The Service Provide will provide the ISA/ IDC and Transnet with all completed documents (Narratives and PowerPoints), technical studies and data collected during the project duration.
- f) The Bidder shall inform the client prior to contacting any third parties to obtain information or discuss the project details.
- g) Final Report and project close out presentation to be scheduled at the Transnet offices which will be advised at a later stage. The presentation will be done to all Transnet officials.
- h) The bidder is required to avail themselves for any meetings of special nature relevant to the project with the client or in support of the client.

#### **4. Project timelines**

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The successful bidder(s) will be required to start immediately after the award and complete the assignment within a period of twelve (12) months from the time of starting with execution of the scanning.

## 5. TECHNICAL EVALUATION CRITERIA

### 5.1. Mandatory Technical Requirements

The bidder must indicate their compliance/ non-compliance to the following requirements and to substantiate as required. The bidder must respond in the format below, where additional information is provided/ attached somewhere else; such information must be clearly referenced.

5.1.1 REGISTRATION WITH PROFESSIONAL BODY	COMPLY	NOT COMPLY
<p>The Project Lead must be a Civil Engineer registered as a Professional Engineer (Pr Eng) with ECSA, in accordance with the Engineering Profession Act (Act 46 of 2000).</p> <p>A valid ECSA registration certificate must be included in the bidder's proposal as proof that the lead personnel is registered as a Professional Engineer.</p>		
<b>Substantiate / Comments</b>		

### 5.2. Other Technical Requirements

The bidder must indicate their compliance/ non-compliance to the following requirements and to substantiate as required. The bidder must respond in the format below, where additional information is provided/ attached somewhere else; such information must be clearly referenced.

5.2.1. BIDDER'S EXPERIENCE	Comply	Partially Comply	Not Comply
<p>The bidder must demonstrate proven experience in executing large-scale rail infrastructure asset condition assessments and non-destructive rail asset scanning projects within the built environment. This includes the mobilisation and operation of specialised rail-mounted survey systems, data acquisition on live rail networks, processing and engineering analysis of asset condition data, and the preparation of asset condition reports, asset registers, and decision-support outputs for infrastructure owners.</p> <p>The bidder must provide three (3) references (not older than 10 years) a contactable reference must be given (name, designation, and relationship in the project, email, and telephone). If such information is not given, the reference shall be deemed to be invalid.</p> <p>Refer to <b>Table (A) Annexure 1</b> of this document for the response format provided.</p>			
<b>Substantiate / Comments</b>			

5.2.2 BIDDER'S PROPOSED METHODOLOGY AND APPROACH	Comply	Partially Comply	Not Comply
<p>The bidder must demonstrate their thorough understanding of the objectives and deliverables in technical rail asset scanning, data processing, and engineering interpretation in support of asset condition assessment and maintenance planning.</p> <p>To substantiate, the bidder must a detailed (step-by-step) proposal of the methodology/approach to be used showing how they will carry out the scope of work outlined above and clearly demonstrate how the project objectives and deliverables will be achieved. Preferably, the deliverables should be packaged in Work Stages, with activities outlined for each milestone. The outcome for each milestone should be clear, with the team lead specified.</p>			
<b>Substantiate / Comments</b>			

5.2.3 BIDDER'S PROPOSED PROJECT PLAN	Comply	Partially Comply	Not Comply
<p>The bidder must submit a detailed project plan, which will compliment and align with the above proposed methodology with a final report to be submitted within twelve (12) months from date of appointment. The project plan is to be in a form of a detailed Work Breakdown Structure (WBS) and timeframes in a Gantt Chart format.</p>			
<b>Substantiate / Comments</b>			

5.2.4. QUALIFICATIONS, EXPERIENCE AND SKILLS OF KEY PERSONNEL	Comply	Partially Comply	Not Comply
<p>The team must include the following key technical team members with qualifications, skills and experience in managing marine infrastructure engineering projects and and/or built environment projects of similar nature. The team must include the following as a minimum:</p> <ul style="list-style-type: none"> <li data-bbox="199 1682 1029 1832">i. <b>Project Lead Civil Engineer</b> with a minimum 8 years' experience in Rail track systems (superstructure and substructure) and maintenance planning and asset performance.</li> <li data-bbox="199 1839 1029 2065">ii. <b>Rail Asset Scanning / NDT Specialist</b> – the proposed resource must hold an Engineering or applied science qualification in Civil Engineering, Geotechnical Engineering, or rail-related discipline. The resource must have a minimum 5 years' experience in <i>non-destructive testing methodologies such as Ground Penetrating Radar</i></li> </ul>			

5.2.4. QUALIFICATIONS, EXPERIENCE AND SKILLS OF KEY PERSONNEL	Comply	Partially Comply	Not Comply
<p><i>(GPR), LiDAR, imaging, track geometry assessment as well as demonstrated experience in the use and operation of rail-mounted survey systems.</i></p> <p>iii. <b>Geotechnical / Track Bed Specialist</b> – the proposed resource must hold a Degree in Civil or Geotechnical Engineering. The resource must have a minimum 5 years’ experience in ballast and sub-ballast behaviour; formation performance and moisture ingress and drainage and earthworks stability</p> <p>iv. <b>Data Processing and Analytics Engineer</b> – the proposed resource must hold a Degree in Engineering, Data Science, or Geomatics. The resource must have minimum 5 years’ experience in <i>processing large infrastructure datasets and multi-sensor data integration (GPR, LiDAR, imaging).</i></p> <p>v. <b>GIS / Asset Information Specialist</b> - the proposed resource must hold a qualification in GIS, Geomatics, or Engineering. The resource must have minimum 5 years’ experience in <i>Linear referencing systems and GIS based infrastructure asset mapping.</i></p> <p>The bidders must submit, as part of this proposal, the following:</p> <ul style="list-style-type: none"> <li>• The structure / organogram and composition of the proposed team and team leader, clearly outlining the main disciplines/specialties of this project and the key personnel responsible for each specialty. Please refer to <b>Table (B) Annexure 1</b> of this document for the format in which the required information must be provided.</li> <li>• CVs of all key personnel; and the CVs must clearly highlight qualifications, relevant professional registration certificates and areas of experience/competence relevant to the tasks and objectives of this project as outlined above. Bidders must include copies of qualifications and professional registrations certificates.</li> </ul>			
<b>Substantiate / Comments</b>			

**SECTION 3: PRICE PROPOSAL**

**SECTION 3: COST PROPOSAL**

1. **NOTE: All prices must be VAT inclusive (where applicable) and must be quoted in South African Rand (ZAR).**

2. Are the rates quoted firm for the full period of the contract?

YES	NO
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**Important:** If not firm for the full period, provide details of the basis on which price adjustments shall be applied e.g., CPI etc.

3. All additional costs associated the bidder’s offer must be clearly specified and included in the Total Bid Price.

4. Is the proposed bid price linked to the exchange rate?	Yes	No

***If yes, the bidder must indicate CLEARLY which portion of the bid price is linked to the exchange rate:***

5. Payments will be linked to specified deliverables after such deliverables have been approved by the IDC. Payments will be made within 30 days from date of invoice.	Comply	Not Comply

6. The IDC reserves the right to consider the guidelines on consultancy rates as set out in the <b>National Treasury Instruction 02 of 2016/2017: Cost Containment Measures</b> which took effect from 01 January 2014, where relevant.  The bidder must indicate if their proposed rates are in line with the provisions of the referenced National Treasury Instruction: Cost Containment Measures.	Comply	Not Comply

Substantiate / Comments

## 7. COSTING MODEL

### 7.1. Table A - Equipment

Item No.	Activity/ Deliverable	Unit	Qty.	Total amount (Excl. VAT)
1.	Mobilisation of survey equipment to Johannesburg (City Deep)	Lump sum	1	
2.	Demobilisation of survey equipment from Johannesburg (City Deep)	Lump sum	1	
<b>Subtotal (Excl. VAT) – Mobilisation &amp; Demobilisation</b>				

**Note: inclusive of transport, handling, fuel, and associated logistics**

### 7.2. Table B – Services

Item No.	Activity/ Deliverable	Resource(s)*	Rate/ Hour per resource	No. of hours	Total Cost (Excl. VAT)
1)	Survey of the network from Gauteng to Port of Durban and back to Gauteng				
2)	Data Capturing and Processing of the Data Collected				
	<b>Data reports required but not limited to:</b>				
	• Track Ballast and Subgrade Condition Assessment Report (GPR-Based)				
	• Track Component Condition and Rail Wear Assessment Report (Line Scan Camera-Based)				
	• Track bed, Drainage, and Earthworks Condition Mapping Report				
	• Track Geometry and Ride Quality Assessment Report (IMU-Based)				
	• Track Centreline Asset Mapping and Spatial Reference Report				
3)	Analysis of Survey Data and Development of Actionable Work-Order Recommendations				
4)	Provision of Desktop-Based Viewing Software, Training for 5 Users				
<b>Disbursements</b>					
<b>Subtotal (Excl. Vat) - Services</b>					

**Note: Bidder to name / list the resource/s to be allocated for the different deliverables.**

The bidder must provide a detailed breakdown of the Disbursements as follows:

Cost Element	Cost (VAT Excl.)
<b>Sub-Total Disbursements</b>	

**Note on pricing:**

Disbursements (incidental expenses other than professional fees e.g., travel and accommodation, printing costs, etc.) must be clearly defined, outlining all assumptions. It is of utmost importance to submit clear and comprehensive cost proposals to allow the IDC to fairly compare bid price / cost proposals. If there is no additional fee envisaged for Disbursements, then the bidder must clearly indicate “No Charge / Free of Charge”. Failure to clearly indicate this, would result in IDC penalising your bid response by taking the cost of the highest bidder and adding 50% thereto and apply this rate for purposes of price comparisons. Bidders are therefore requested to respond clearly and comprehensively on this aspect of their bid response.

**Table C: Support Services**

For comparison purposes bidders must provide cost for 120 hours for support for a period of Twelve (12) months:

Activities/Deliverable	Resource (s)	Rate per Hour	Number of hours	Total Cost (VAT Excl.)
Support to provide responses to queries about the data and its uses to the 5 users			120	
<b>Sub- total (C) (VAT Excl.)</b>				

<b>Table A - Subtotal (Excl. VAT) – Mobilisation &amp; Demobilisation</b>	
<b>Table B – Subtotal (Excl. Vat) - Services</b>	
<b>Table C – Subtotal (Excl. Vat) - Support</b>	
<b>Total Bid Price (A+B+C) (VAT Excl.)</b>	
<b>15% VAT (if applicable)</b>	
<b>Total Bid Price (A+B+C) (VAT Incl.)</b>	

## SUMMARY OF THE PROPOSAL

DESCRIPTION	BIDDER'S PROPOSAL
Number of resources (personnel)	
Project duration (in hours)	
Project duration (in months)	
Commencement Date	

**Price Declaration Form**

Dear Sir,

Having read through and examined the Request for Proposal (RFP) Document, RFP no. **T12/03/26**, the General Conditions, and all other Annexures to the RFP Document, we offer ..... to IDC as specified in this RFP document, at a total amount of:

**R..... (Including VAT)**

**In words**

**R..... (Including VAT)**

We confirm that this price covers all activities associated with the service, as called for in the RFP document. We confirm that IDC will incur no additional costs whatsoever over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 120 days from the date of submission of offers. We further undertake that upon final acceptance of our offer; we will commence with the provision of the required service when required to do so by the IDC.

We understand that you are not bound to accept the lowest or any offer, and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this bid remains open for acceptance, not to divulge to any persons, other than the persons to whom the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

**SIGNED**

**DATE**

\_\_\_\_\_

(Print name of signatory)

\_\_\_\_\_

Designation

\_\_\_\_\_

**FOR AND ON BEHALF  
OF:**

COMPANY  
NAME

\_\_\_\_\_

Tel No

\_\_\_\_\_

Fax No

\_\_\_\_\_

Cell No

\_\_\_\_\_

## **SECTION 4: ANNEXURES**





## ANNEXURE 2: ACCEPTANCE OF BID CONDITIONS AND BIDDER'S DETAILS

Request for Proposal

No: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Authorised signatory: \_\_\_\_\_

Name of Authorised  
Signatory \_\_\_\_\_

Position of Authorised  
Signatory \_\_\_\_\_

By signing above the bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this RFP.

**[Note to the Bidder: The Bidder must complete all relevant information set out below.]**

### CENTRAL SUPPLIER DATABASE (CSD) INFORMATION

**Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. Bidders are therefore required to submit as part of this proposal both their CSD supplier number and CSD unique registration reference numbers below:**

<b>Supplier Number</b>	
<b>Unique registration reference number</b>	

### BIDDING STRUCTURE

<b>Indicate the type of Bidding Structure by marking with an 'X':</b>	
<b>Individual Bidder</b>	
<b>Joint Venture/ Consortium</b>	
<b>Prime Contractor with Sub Contractors</b>	
<b>Other</b>	

### REQUIRED INFORMATION

<b>If Individual Bidder:</b>	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	

<b>If Individual Bidder:</b>	
Postal Address	
Physical Address	

<b>If Joint Venture or Consortium, indicate the following for each partner:</b>	
<b>Partner 1</b>	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	
<b>Partner 2</b>	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	

<b>If bidder is a Prime Contractor using Sub-contractors, indicate the following:</b>	
<b>Prime Contractor</b>	
Name of Company	
Registration Number	
Vat registration Number	

Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
<b>Sub-contractors</b>	
Name of Company	
Company Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Subcontracted work as a % of the total value of the contract	

## ANNEXURE 3: TAX COMPLIANCE REQUIREMENTS

1. TAX COMPLIANCE REQUIREMENTS		
1.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.		
1.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.		
1.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.		
1.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.		
1.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.		
1.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.		
2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS		
2.1 IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO		
2.2 DOES THE BIDDER HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO		
2.3 DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO		
2.4 DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 ABOVE.</b>		
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	

**ANNEXURE 4: BIDDER'S DISCLOSURE**

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**1. PURPOSE OF THE FORM**

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

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. BIDDER'S DECLARATION**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest <sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

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**

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3.1 If so, furnish particulars:

.....  
.....

### 3 DECLARATION

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

- 3.1 I have read, and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or 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.

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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.

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

**ANNEXURE 5: SHAREHOLDERS AND DIRECTORS INFORMATION**

[Note to the bidder: the bidder must complete the information set out below. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.]

**1. Shareholders/ Members**

Name of the shareholder	ID Number	Race	Gender	% Shares

**Note: The bidder must also attach the detailed Company/ Group Structure where relevant.**

**2. Trust Information**

With reference to point 8.6 IDC Rights, should a trust form part of the Company / Group structure then the following must be submitted as part of your proposal.

<b>Documents necessary to verify the Identity of a Trust</b>	<input type="checkbox"/> Copy of trust deed or other founding document by which trust is created.
	<input type="checkbox"/> Letters of authority (as issued by the Master of the High Court)
	<input type="checkbox"/> Personal details of each Trustee, each Beneficiary, the Founder, and the person authorised to act on behalf of the Trust

**3. Black Shareholders/ Members as per the B-BBEE Certificate**

Name of the shareholder	ID Number	Race	Gender	% Shares
<b>Total Black Shareholding % as per the current and valid B-BBEE Certificate</b>				

**4. Directors**

Name of the shareholder	ID Number	Race	Gender

I, THE UNDERSIGNED (NAME).....  
 CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

.....  
 Signature

.....  
 Date

.....  
 Position

.....  
 Name of bidder

## **ANNEXURE 6: BEE COMMITMENT PLAN**

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The IDC encourages existing vendors and prospective bidders to support the objectives of B-BBEE and as far as possible strive to improve their B-BBEE contribution status. For bid evaluation purposes, bidders are allocated points in terms of a preference point system based on the Specific Goals which requires the bidder to have a valid B-BBEE certificate or a sworn affidavit in case of a EME or QSE.

Bidders are therefore required to submit a B-BBEE improvement plan in view of the new B-BBEE Codes of Good Practice. Bidders must indicate the extent to which their ownership, management control, employment equity, preferential procurement and enterprise development will be maintained or improved over the contract period in the event that they are successful in this bid process.

**ANNEXURE 7: DISCLOSURE STATEMENT**

**In terms of the tender condition 8.6, which allows the IDC to conduct background checks on bidders and its shareholders and directors, the IDC hereby requires bidders to provide the following additional information:**

1. The IDC considers the integrity of its appointed service providers to be of critical importance. The IDC reserves the right to disqualify from further consideration, any bidder whose integrity, based on past conduct (during the 5 years immediately preceding the bid submission date), it considers questionable.
2. To this end, the IDC requires each bidder to include in its bid, a disclosure statement which details the following (with sufficient information and supporting documentation for the IDC to make its own assessment as to the materiality or seriousness of allegations regarding the bidder’s integrity or conduct):
  - 2.1 any criminal charges made against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct;
  - 2.2 any civil proceedings initiated against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct; and
  - 2.3 any other enquiry or similar proceedings initiated or threatened against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct.
3. Where the bidder is a consortium, the disclosure statement referred to in paragraph 7.2 above must be made separately in respect of each consortium partner.
4. In the event that the bidder’s circumstances change, after submission of its bid, regarding any matter referred to in paragraph 7.2 above or in regard to any matter referred to in its disclosure statement, the bidder must submit a written notification to IDC indicating the nature and extent of such changed circumstances.
5. The IDC reserves the right to seek such additional information from any bidder, in respect of the disclosure statement referred to in paragraph 7.2 above, as it may, in its sole discretion, determine, whether such information has been requested under this RFP or otherwise, and may require the bidder to make oral presentations for clarification purposes or to present supplementary information, in respect of the disclosure statement if so required by the IDC.
6. Based on its own assessment of the contents of the bidder’s disclosure statement and any publicly available information which is relevant to the contents of such disclosure statement, the IDC will decide whether the bidder’s conduct or any allegations relating thereto pose a risk, reputational or otherwise, to the IDC; and if it reaches an adverse conclusion the IDC will in its sole discretion have the right to disqualify a bidder from further participation in the tender process. Disqualification on this ground may be done at any stage in the bid evaluation process prior to contract award.

**SIGNED**

**DATE**

\_\_\_\_\_

(Print name of signatory)

Designation

\_\_\_\_\_

**FOR AND ON BEHALF OF:**

COMPANY NAME

Tel No

\_\_\_\_\_

Fax No

\_\_\_\_\_

Cell No

\_\_\_\_\_

\_\_\_\_\_

## **ANNEXURE 8: PRIVACY & PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013 REQUIREMENTS**

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<b>Request for Proposal No:</b>	
<b>Name of Bidder:</b>	
<b>Authorised signatory:</b>	

Protecting personal information is important to the Industrial Development Corporation (IDC). To do so, IDC follows general principles in accordance with applicable privacy laws and the Protection of Personal Information Act 4 of 2013 (POPIA).

IDC's role as a responsible party, is amongst others to process personal information for the intended purpose for which it was obtained and in line with legal agreements with its respective/ prospective clients, third parties, suppliers, and operators.

Who is an Operator? A person or body/ entity which processes personal information for the IDC in terms of a contract or mandate.

Who is a Supplier? a natural or juristic person that provides a product or renders a service to the IDC. A supplier could also be considered as an operator, an independent responsible party or (together with IDC) a joint responsible party.

If the supplier or business partner provides IDC with its related persons' personal information, the supplier or business partner warrants that the related persons are aware of and have consented to the sharing and processing of their personal information with/by IDC. IDC will process the personal information of related persons as stated under a contractual agreement or as required by any related legislation.

Examples of the personal information of the supplier or business partner where relevant may include (but are not limited to): financial information, including bank statements provided to the IDC; · invoices issued by the supplier or business partner; the contract/ legal agreement between the IDC and the supplier or business partner; other identifying information, which includes company registration numbers, VAT numbers, tax numbers and contact details; marital status and matrimonial property regime (e.g. married in community of property); nationality; age; language; date of birth; education; financial history; identifying numbers (e.g. an account number, identity numbers or passport numbers); email address; physical address (e.g. residential address, work address or physical location); information about the location (e.g. geolocation or dGPS location); telephone numbers; online and other unique identifiers; social media profile/s; biometric information (like fingerprints, facial recognition signature; race; gender; sex; criminal history).

Example of Special personal information is personal information about the following: · criminal behaviour, or any proceedings in respect of any offence allegedly committed by a data subject or the disposal of such proceedings; religious and philosophical beliefs; trade union membership; political beliefs; health, including physical or mental health, disability, and medical history; or biometric information (e.g., to verify identity).

### **RESPONSIBILITIES OF SUPPLIERS AND BUSINESS PARTNERS WHO ARE OPERATORS UNDER POPIA**

Where a supplier or business partner, in terms of a contract or mandate, processes personal information for the IDC and is considered an operator of the IDC, the supplier or the business partner will be required to adhere to the obligations set out in the IDC data privacy or POPIA policy. This policy sets out the rules of engagement in relation to how personal information is processed by suppliers and business partners

on behalf of the IDC as well as the minimum legal requirements that IDC requires the suppliers and business partners to adhere to, including compliance with POPIA as summarised in the below table.

Item	GUIDING CONDITIONS FOR PROCESSING PERSONAL INFORMATION	Yes	No
8.1	<p><b>Accountability</b> The respective clients, third parties, suppliers and operators and its members will ensure that the provisions of POPIA, the guiding principles outlined in the policy and all the measures that give effect to such provisions are complied with at the time of the determination of the purpose and means of the processing and during the processing itself. In the event that an employee of the IDC or any person acting on behalf of the corporation who through their intentional or negligent actions and/or omissions fail to comply with the principles and responsibilities outlined, proper corrective measures will be applied.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.2	<p><b>Processing Limitation</b> The respective clients, third parties, suppliers and operators and its members will ensure that information is only processed for the justifiable reason and processing is compatible with the purpose of the collection.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.3	<p><b>Purpose Specification</b> All respective clients, third parties, suppliers and operators and its members will process personal information only for specific, explicitly defined, and legitimate reasons. The respective clients, third parties, suppliers and operators will inform IDC of reasons prior to collecting or recording their PI.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.4	<p><b>Further Processing Limitation</b> Personal information will not be processed for a secondary purpose unless that processing is compatible with the original purpose. Thus, where the respective clients, third parties, suppliers and operators seek to process personal information it holds for a purpose for which it was originally collected, and where this secondary purpose is not compatible with the original purpose, respective clients, third parties, suppliers and operators will first obtain additional consent from the IDC.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.5	<p><b>Information Quality</b> The respective clients, third parties, suppliers and operators will take reasonable steps to ensure that all personal information collected is complete, accurate and not misleading. Where PI is collected or received from third parties, the respective clients, third parties, suppliers and operators will take reasonable steps to confirm that the information is correct by verifying the accuracy of the information directly with the data subject or by way of independent sources.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.6	<p><b>Open Communication</b> Reasonable steps will be taken by the respective clients, third parties, suppliers and operators to ensure that the IDC is notified of the purpose for which the information is being collected, used, and processed.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.7	<p><b>Security Safeguards</b> It is a requirement of POPIA for responsible parties, business partners and operators to adequately protect personal information. IDC will need to review suppliers or business partner security controls and processes to ensure that personal Information is compliant with the conditions of the lawful processing of personal information as set out in the POPIA. This would be a continuous monitoring and review that will be conducted by the IDC at its discretion.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8.8	<p><b>Data Subject Participation</b> A data subject whose PI has been collected, stored, and processed by the respective clients, third parties, suppliers and operators must have communication channels to attend to may request for the correction or deletion of such information.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

I, \_\_\_\_\_ (print name) hereby certify that the information, facts and representations are correct and that I am duly authorized to sign on behalf of the company.

Name of Company/ Entity: \_\_\_\_\_

Company/ Entity Registration Number: \_\_\_\_\_

Company/ Entity VAT Registration Number: \_\_\_\_\_

\_\_\_\_\_  
Signature (Company/ Entity Representative)

\_\_\_\_\_  
Date