

**SASSA: 15-24-FM-EC
INVITATION TO BID**

SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) EASTERN CAPE REGION. PROPOSALS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:

COMPULSORY BRIEFING SESSION: No briefing will be held

**SASSA
BKB BUILDING,
CNR. OF FITZPATRICK & MERINO ROAD
ARCADIA
EAST LONDON
5201
CLOSING DATE: 10th February 2025**

CLOSING TIME: 11h00

ENQUIRIES CAN BE DIRECTED TO:

Technical Enquiries:

Name: Y. Zotwa

Tel: 043 – 707 6529

Email: TenderQueriesEC@sassa.gov.za

Supply Chain Management Enquiries

Name: Mr L. Bezuidenhout

Tel: 043 – 707 6366

Email: TenderQueriesEC@sassa.gov.za

BID DOCUMENTS CAN BE OBTAINED FROM:

<https://etenders.treasury.gov.za>

<https://www.sassa.gov.za>

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SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) EASTERN CAPE REGION.

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**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA)							
BID NUMBER:	SASSA: 15-24-FM-EC	CLOSING DATE:	10 February 2025	CLOSING TIME:	11H00		
DESCRIPTION	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) EASTERN CAPE REGION.						
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT							
SASSA, BKB BUILDING, CNR FITZPATIRCK & MERINO ROAD, ARCADIA, EAST LONDON, 5201							
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO				TECHNICAL ENQUIRIES MAY BE DIRECTED TO:			
CONTACT PERSON	Mr L Bezuidenhout			CONTACT PERSON	Ms Y. Zotwa		
TELEPHONE NUMBER	043-707 6366			TELEPHONE NUMBER	043-707 6529		
FACSIMILE NUMBER	N/A			FACSIMILE NUMBER	N/A		
E-MAIL ADDRESS	TenderQueriesEC@sassa.gov.za			E-MAIL ADDRESS	TenderQueriesEC@sassa.gov.za		
SUPPLIER INFORMATION							
NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER	CODE		NUMBER				
CELLPHONE NUMBER							
FACSIMILE NUMBER	CODE		NUMBER				
E-MAIL ADDRESS							
VAT REGISTRATION NUMBER							
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]							
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]		
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS							
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				☐ YES ☐ NO			
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				☐ YES ☐ NO			
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				☐ YES ☐ NO			
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				☐ YES ☐ NO			
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				☐ YES ☐ NO			
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.							

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:			
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.			
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.			
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.			
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).			
2. TAX COMPLIANCE REQUIREMENTS			
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.			
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.			
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.			
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.			
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.			
2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.			
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."			
<i>For ease of reference, Bidders shall enter their Price in the space provided below:</i>			
NO	SERVICE REQUIRED	GRAND TOTAL (amount in figures) Total bid price	GRAND TOTAL (amount in words) Total bid price
1	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) EASTERN CAPE REGION.	R.....	

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

SIGNATURE OF BIDDER: _____

CAPACITY UNDER WHICH THIS BID IS SIGNED: _____

Proof of authority must be submitted e.g. company resolution)

DATE: _____

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder..... Closing Time 11:00	Bid number SASSA: 15-24-FM-EC Closing date 10 th February 2025
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OFFER TO BE VALID FOR **90 DAYS** FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED) R
-	Required by:		SASSA EASTERN CAPE
-	At:		SASSA Regional Office East London
-	Brand and model		Not Applicable
-	Country of origin		Not Applicable
-	Does the offer comply with the specification(s)?		*YES/NO
-	If not to specification, indicate deviation(s)		
-	Period required for delivery		
-	Delivery basis		*Delivery: Firm

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

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

***Delete if not applicable**

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?

YES/NO

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

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

YES/NO

- 2.2.1 If so, furnish particulars:

.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

- 2.3.1 If so, furnish particulars:

.....

3 DECLARATION

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.

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 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

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.

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

1.2 To be completed by the organ of state

- (a) The applicable preference point system for this tender is the 80/20 preference point system.

- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
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**

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

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 (80/20 system) (To be completed by the organ of	Number of points claimed (80/20 system) (To be completed by the tenderer)
---	--	---

	state)	
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Non-compliant	0	
Note: In the event of a bidder claiming more than one specific goal category, SASSA will allocate points based on specific goal with the highest points		

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

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name _____ of
company/firm.....

4.4. Company _____ registration _____ number:
.....

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company

- ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

SBD 6.2**DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS**

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

- 1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or goods	Stipulated minimum threshold
---	------------------------------

Chairs	65%
Boardroom Table	100%
Steel Cupboards	100%

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES	☐	NO	☐
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- 3..1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):

.....
NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on

http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Annex C

Local Content Declaration - Summary Schedule

17

(C1) Tender No.	SASSA-15-24-FM-EC				Note: VAT to be excluded from all calculations	
(C2) Tender description:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) EASTERN CAPE REGION.					
(C3) Designated product(s)						
(C4) Tender Authority:	SASAA					
(C5) Tendering Entity name:						
(C6) Tender Exchange Rate:	Pula		EU		GBP	
(C7) Specified local content %	100%					

Calculation of local content								Tender summary			
Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Qty	Total tender value	Total exempted imported content	Total Imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

Signature of tenderer

(C20) Total tender value

(C21) Total Exempt imported content

(C22) Total Tender value net of exempt imported content

(C23) Total Imported content

(C24) Total local content

(C25) Average local content % of tender

Date:

				SATS 1286.2011	
Annex E					
Local Content Declaration - Supporting Schedule to Annex C					
(E1)	Tender No.	SASSA 15-24-FM-EC	Note: VAT to be excluded from all calculations		
(E2)	Tender description:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA EASTERN CAPE			
(E3)	Designated products:	CHAIRS, BOARDROOM TABLES, STEEL CLIPBOARDS			
(E4)	Tender Authority:	SASSA			
(E5)	Tendering Entity name:				
	Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value	
		(E6)	(E7)	(E8)	
		(E9) Total local products (Goods, Services and Works)			R 0
(E10)	Manpower costs	(Tenderer's manpower cost)			R 0
(E11)	Factory overheads	(Rental, depreciation & amortisation, utility costs, consumables etc.)			R 0
(E12)	Administration overheads and mark-up	(Marketing, insurance, financing, interest etc.)			R 0
		(E13) Total local content			R 0
		This total must correspond with Annex C - C24			
Signature of tenderer from Annex B					
Date:					



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TERMS OF REFERENCE

SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) EASTERN CAPE REGION.

1. OBJECTIVE

To appoint a suitable independent supplier/s to supply, deliver and install office furniture for the South African Social Security Agency as per the agreed specifications in various offices in Eastern Cape region.

2. DELIVERABLES

The successful Bidder/s will be expected to supply, deliver and install office furniture at the South African Social Security Agency as per the agreed specifications in various SASSA offices around Eastern Cape Region.

- 12-month workmanship warranty.
- The winning bidder must supply, deliver, assemble and place furniture at designated places in each office.

3. SCOPE OF WORK

To supply, deliver and assemble office furniture in various offices around the Eastern Cape Region.



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3.1. Extent of Work

The below mentioned commodities will form core of assets required (*Refer to detailed specification*) **Annexure A**

- 3.1.1. Operator chairs
- 3.1.2. Visitors chairs
- 3.1.3. Waiting area chairs
- 3.1.4. Ergonomic chairs
- 3.1.5. Boardroom tables
- 3.1.6. Filing lockable steel cabinets

3.2. Delivery Addresses

The list of all offices where the furniture must be delivered is detailed in **ANNEXURE D.**

4. VALIDITY PERIOD

The validity period of this bid is 90 days and is calculated from the time and date that the bid closes.

5. PRICING

5.1. BILLING METHOD

- 5.1.1.** The winning bidder may elect to bill the Agency (SASSA) in phases to be agreed upon during the signing of the Service Level Agreement.

5.2. PRICING SCHEDULE

- 5.1.2.** The Pricing Schedule documents form part of and must be read and priced in conjunction with all the other documents forming part of the contract



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documents, the Standard Conditions of Bid, Conditions of Contract, Specifications, Drawings and all other relevant documentation. Price proposals must strictly be prepared in line with the attached Technical specifications.

5.3. VALUE ADDED TAX

5.1.3. The bid price must be inclusive of Value Added Tax (VAT).

6. SPECIAL CONDITIONS OF THE BID

- 6.1. Bidders shall comply 100% with the local content determination as per the SABS (South African Bureau of Standards) Technical specification SATS 1286:2011.
- 6.2. The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid.
- 6.3. The rates of exchange quoted by the bidder shall be verified for accuracy.
- 6.4. Only the SABS approved Technical Specification Number SATS 1286:2011 and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D(Imported Content Declaration: Supporting Schedule to Annex C) and E(Local Content Declaration: Supporting Schedule to Annex C)] shall be used in calculating local content. *This is accessible to all potential bidders on the DTI's official website <http://www.thedti.gov.za/industrialdevelopment/ip.jsp> at no cost. NB: (All templates mentioned in 6.4 must be completed signed and submitted with the bid*
- 6.5. The declaration certificate for Local Production and Content (SBD 6.2) together with **Annexure C** (Local Content Declaration: Summary Schedule) must be completed, dully signed and submitted by the bidder at the closing date and time of the bid. Bidders are drawn to the attention of the following documents:
 - Guidance Document for the Calculation of Local Content
 - SATS 1286.2011 edition 1
- 6.6. Bidders must attach / provide documentation used for local content such as: Details of imported components; Direct importation costs; Import & Sales duty; Landing costs and Dock duties.



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- 6.7. If information on the origin of components, parts or material in the manufacturing process is not attached it will be deemed to imported content.

7. EVALUATION CRITERIA

Stage One	Phase One: Mandatory Requirements Phase Two: Administrative Compliance Phase Three: Functionality
Stage Two	Price and Specific Goals

7.1 Stage One: Phase One – Mandatory Requirements

Phase One – Mandatory Requirements	Yes / No
Annexure A - TABLE OF EXPERIENCE	
Annexure B - DETAILED PRICING SCHEDULE	
Profile of the company outlining number of years of experience as supplier/manufacture of office furniture (experience to be considered, for the purpose of this bid, is in relation to the supply, delivery and installation of office furniture)	
Bidders must be registered on Central Supplier Database (CSD)	
Physical and postal addresses, contact details of the office which will be providing the cleaning and sanitation services at SASSA Eastern Cape Region. Bidders must submit proof of address (not older than six months) e.g. Municipal account or valid lease agreement / intent to lease which is signed by both lessor and lessee.	
NB: Failure to submit the above mandatory documents will lead to bidders not being considered for further evaluation	
Phase Two – Administrative Compliance	Yes /No
Bidders must complete and duly sign the following SBD forms: • SBD 1 • SBD 3.1 • SBD 4 • SBD 6.1 • SBD 6.2 and annexures C, D and E.	



Central Supplier Database (CSD) report																					
Valid Tax compliance status pin																					
Proof of Company Shareholding Certificate																					
Certified ID Copies of all Company Directors																					
B-BBEE Status Level of contributor certificate with the exception of EME's and QSE's who are required to submit sworn affidavit in terms of Codes of good practice. A consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level Verification Certificate for every separate tender.																					
Bidders will be evaluated in the following manner: 1 = poor, 2 = average, 3 = good, 4 = very good and 5 = excellent.																					
Phase Three – Functionality Criteria	100																				
1. Company experience (a) Prior and Current Projects in the office furniture industry (30 Points) NB: To be strictly assessed ONLY on the basis of the listed experience on Annexure 'A' : - Number of years of experience shall be allocated values as follows: <table border="1"> <tr> <td>1 – 2 projects</td><td>1</td></tr> <tr> <td>3 – 4 projects</td><td>2</td></tr> <tr> <td>3 – 5 projects</td><td>3</td></tr> <tr> <td>5 – 7 projects</td><td>4</td></tr> <tr> <td>7 projects and above</td><td>5</td></tr> </table> (b) Value of the highest office furniture Project completed will be considered to determine maximum points. <table border="1"> <tr> <td>R 100 000 – R 499 999</td><td>1</td></tr> <tr> <td>R 500 000 – R1 499 999</td><td>2</td></tr> <tr> <td>R1 500 000 – R 2 499 999</td><td>3</td></tr> <tr> <td>R2 500 000 – R2 999 999</td><td>4</td></tr> <tr> <td>R3 000 000 and above</td><td>5</td></tr> </table> Note: <u>Bidders must submit the following:</u> Reference letters/testimonials from clients in support of Annexure 'A' will be used to allocate points in the above criteria. The content of the letter should include and not limited to the following: - Contract period and - Contract amount	1 – 2 projects	1	3 – 4 projects	2	3 – 5 projects	3	5 – 7 projects	4	7 projects and above	5	R 100 000 – R 499 999	1	R 500 000 – R1 499 999	2	R1 500 000 – R 2 499 999	3	R2 500 000 – R2 999 999	4	R3 000 000 and above	5	60 30 30 40
1 – 2 projects	1																				
3 – 4 projects	2																				
3 – 5 projects	3																				
5 – 7 projects	4																				
7 projects and above	5																				
R 100 000 – R 499 999	1																				
R 500 000 – R1 499 999	2																				
R1 500 000 – R 2 499 999	3																				
R2 500 000 – R2 999 999	4																				
R3 000 000 and above	5																				
2. Project Implementation Plan.																					



The Project Implementation Plan must include, but not limited to the following:	
Detailed project plan in terms including Work schedule/plan with clear deliverables and time frames	1
Project plan with schedule of eight to twelve weeks delivery	2
Provide a project plan which includes sourcing of materials and manufacturing	3
How the furniture will be manufactured and installed (including manufacturing plants, warehouse, labour, equipment, transportation, etc.)	4
Contingency plan	5

7.1. PLANNED JOINT VENTURES

7.3.1. Special Resolution of Consortia or JV's.

7.3.2. Joint Venture Involvement Declaration.

7.3.3. Joint-Venture Agreement.

N.B. Bidders must score a minimum of 70 points on functionality to qualify to the next phase of evaluation as follows:

8. Stage Three - Price and Specific Goals

Price and Specific Goals	100 Points
Price	80 points
Specific Goals	20 points

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.



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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:

SPECIFIC GOAL	NUMBER OF POINTS (80/20 SYSTEM)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16
B-BBEE Status Level 1 - 2 contributor	14
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12
B-BBEE Status Level 3 - 4 contributor	8
B-BBEE Status Level 5 - 8 contributor	4
Others	0
Note: In the event of a bidder claiming more than one specific goal category, the Agency will allocate points based on specific goal with the highest points. The highest points will be confirmed with the BBEE Certificate/Sworn Affidavit submitted by bidder/CIPC etc.	

Bidders must submit original and valid or certified copies of B-BBEE status level Verification Certificates from a Verification Agency accredited by the South African Accreditation System (SANAS). Bidders who qualify as EMEs can submit a sworn affidavit signed by the EME representative and attested by a commissioner of oaths. Failure to submit will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

9. OTHER CONDITIONS OF THE BID

- 9.3. The General Conditions of Contract from National Treasury will apply for this bid.
- 9.4. When completing the tender document, the bidder may not deviate from the drawings, and the detailed specifications provided unless allowed to do so by the Agency in writing.



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9.5. The Bidder/s is further advised to:

- 9.5.1. Examine all drawings and/or specifications prior to submitting proposals.
 - 9.5.2. Acquaint themselves with the geographical extent of the offices.
 - 9.5.3. Assess the extent and nature of the requirements.
 - 9.5.4. Allow for the delivery and installation of the furniture items.
- 9.6. No claim on the grounds of lack of knowledge in respect of the aforementioned will be considered.
 - 9.7. All information, documents, designs and sketches must be regarded as confidential and may not be used for any purpose other than for the one intended without a written consent of the Agency.
 - 9.8. The successful bidder/s is/are entitled to general knowledge acquired in the execution of this agreement and may use it, provided that it shall not be to the detriment of SASSA.
 - 9.9. Where possible, SASSA will furnish the successful bidder with relevant available information that might be necessary for the execution of the contract.
 - 9.10. Bids submitted must be in line with the attached annexure's / specifications. Failure to bid accordingly will result in disqualification of the bid.
 - 9.11. SASSA reserves the right to award the tender to one or more bidder/s.
 - 9.12. SASSA reserves the right to award the tender in whole or in part or not to award the tender at all.
 - 9.13. All bid prices accepted from the successful bidder/s will remain fixed and firm.
 - 9.14. The Agency reserves the right to refer components for testing to ensure that all specifications have been met.
 - 9.15. The successful bidder/s shall be expected to commence with delivery within four (4) weeks of award and shall be expected to complete delivery within twelve (12) weeks of contract being awarded.
 - 9.16. SASSA will not be held liable for any expenses incurred by bidder/s during this bidding process.



- 9.17. Bids containing misrepresentation of any facts will upon discovery be immediately disqualified. SASSA reserves the right to cancel the contract of the winning bidder/s if this misrepresentation is discovered.
- 9.18. Bidders shall be notified of the decision of the Bid Adjudication Committee within 90 days of the closing of the Bid.
- 9.19. The contract shall be concluded between SASSA and the successful bidder/s.
- 9.20. SASSA reserves the right to invite bidder(s) to make a presentation on their proposals to the Bid Evaluation Panel.
- 9.21. Bidder/s must provide referral letters and a Purchase Order / appointment letter from past completed projects.
- 9.22. SASSA shall pay within thirty days after receipt of valid invoice
- 9.23. Part payments will be made throughout the contract period as per Service Level Agreement.
- 9.24. Each bid, once submitted, constitutes a binding and irrevocable offer to provide the Services on the terms set out in the bid, which offer cannot be amended or withdrawn after its date of submission.
- 9.25. SASSA may, for any reason and at any time during the selection process, request any Bidder to supply further information and/ or documentation.
- 9.26. The Agency reserves the right to reject a product/s which the Agency deems to be below acceptable quality or standard.
- 9.27. Joint ventures are eligible to submit bids provided that:**
 - 9.27.1. This will only be considered to be valid if there is proof of JV agreement attached signed by all parties involved.
 - 9.27.2. Submission of applicable: Resolution by the Legal Entity, or consortium / joint venture, authorizing a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.
- 9.28. The Agency reserves the right to conduct a site inspection to assess the bidders' ability to supply the product. The site visit will be carried out with the short-listed bidders only and will be carried out without notice.
- 9.29. At the discretion of the Agency, short listed bidders may be required to provide the Agency with mock-up samples for inspection.



- 9.30. It would be expected of the successful bidder/s to ensure that the delivery commences within four (4) weeks of the order being placed.
- 9.31. All furniture items must be guaranteed as per the agreed conditions in the SLA.
- 9.32. The Agency will not be held liable for any expenses incurred by bidders during this bid process.
- 9.33. The successful bidder is entitled to general knowledge acquired in the execution of this agreement and may use it, provided that it shall not be to the detriment of the Agency.
- 9.34. Where possible, the Agency will furnish the successful bidder with the necessary layout plans and relevant available information that might be necessary for execution of the contract.
- 9.35. Bids submitted must be in line with the attached annexures / detailed specifications. Failure to bid accordingly will result in the disqualification of the bids.

10. CONTRACT ADMINISTRATION

The administration of the bid and contract i.e. evaluation, award, distribution of contract circulars, contract price adjustments etc. shall be the sole responsibility of the Facilities Management unit.

11. SAMPLES

The Agency reserves the right to call for samples and have it tested when required.

12. BRIEFING SESSION

There will be no briefing session



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13. VALIDITY OF BID

The bid will be valid for a period of 90 days from the closing date.

14. CONTACT DETAILS FOR ENQUIRIES

The following officials from SASSA is authorized to address enquiries from bidders.

All enquiries need to be in writing and will be responded in writing. All enquiries received, will be made available to bidders who attended the briefing session.

- **Technical Enquiries**

Ms Y Zotwa
Contact Details: 043-707 6529
E-mail: YolandaZo@sassa.gov.za

- **Supply Chain Related Enquiries**

Mr L. Bezuidenhout
Contact Details: 043-707 6164
E-mail: LeslieB@sassa.gov.za



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SASSA: 15-24-FM-EC

**SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH
AFRICAN SOCIAL SECURITY AGENCY (SASSA) EASTERN CAPE REGION**

PRICING SCHEDULE

ANNEXURE B 1-4



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ANNEXURE B (1-4) PRICING SCHEDULE – SASSA 15-24-FM-EC

TECHNICAL SPECIFICATIONS FOR OFFICE FURNITURE FOR LOCAL OFFICES IN EASTERN CAPE REGION

ANNEXURE B1: PRICING SCHEDULE					
ITEM	DESCRIPTION	QTY	LOCAL CONTENT	UNIT PRICE	TOTAL PRICE
1.	MID BACK CHAIR (Please refer to picture below)  Back Rest ▪ Spring return force of backrest adequate for individuals weighting between 50-125 kg. ▪ Synchronous angle adjustment of seat and back rest angles in the range 1:2,5 to 1:3,5 ▪ Seat depth max 450mm. ▪ Seat height 420 – 515mm	1061	65%		



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Seat Foam - All foam used for chairs to be flame retardant and CFC free, and it should comply with the following minimum standards and specifications: - Density to be 50kg - Harness factor of 35kg - Compression set to be 3% - Elongation (breakage point) 242% - High density injection molded foam of a minimum thickness of 23mm Armrest - Armrest min width of 45mm - Polyurethane injection molded armrest with 16 x 6mm steel flat bar insert for added strength. - Width between arms min 470mm Controls - Synchronous mechanism lockable in at five positions, single lever to action the gas spindle and lock and unlock mechanism. - Minimum three-degree negative tilt. - Mechanism must carry a two (02) Year guarantee from Mechanism Supplier; copies of manufactures guarantee to be provided for synchronous mechanism. Technical Requirements - Five-star base to be a minimum of 630 – 720mm - Shrouded twin wheel plug in type swivel castors rated at 80kg each - Variable gas height adjustment of seat from 420 – 530mm. - Gas mechanism to carry at least a two (02) Year guarantee, copy of the manufactures guarantee to be provided at six (06) months intervals. - Chairs to be manufactured in accordance with ISO 9002 specifications - All chairs to carry a two (02) year structural guarantee. Fabric - Back – Weavers World, Energy, Satssu 633 - Seat – Weavers World, Vulcan, Black col 1 <u>NB: ISO 9001/2:</u>				
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ITEM	DESCRIPTION	QTY	LOCAL CONTENT	UNIT PRICE	TOTAL PRICE
2.	VISITORS CHAIRS Woven Fabric Visitor chair. Black steel sleigh base. Please refer to picture below.  ARMREST - Black plastic armrest FRAME MATERIAL - Plastic FINISH TYPE - Metallic DIMENSIONS - 60cm (L) x 80cm (W) x 70cm (H) FABRIC Back – Woven fabric, Black col 1 Seat – Woven fabric, Black col 1	165	65%		



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	• All chairs to carry a five-year structural guarantee.				
SUB TOTAL EXCL VAT SUPPLY, DELIVERY AND INSTALLATION					R
15% VAT					
TOTAL INCLUDING VAT					R
ANNEXURE B2: PRICING SCHEDULE					
ITEM	DESCRIPTION	QTY	LOCAL CONTENT	UNIT PRICE	TOTAL PRICE
1	ERGONOMIC CHAIRS Medically endorsed NetOne® High-Back Office Chair. Please refer to picture below.	20	65%		



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With a unique pivot lumbar support system and contoured frame mirroring the S-shaped curve of your spine, the NetOne® ensures optimal lower back support – whether you are in forward-based keyboard posture, reading a document, or on a call.

- Adjustable Seat, Armrest & Headrest
- Extended Recline Position for Non-Keyboard Posture
- Sustained Back Support
- Mesh Back & Leatherette Seat
- Delivered Fully Assembled

2.	SMALL BOARD ROOM TABLE • Twelve Sitter Boardroom Table. • Work surface to be manufactured from 32mm thick Vancouver Veneer.	8	100%		
----	---	---	------	--	--

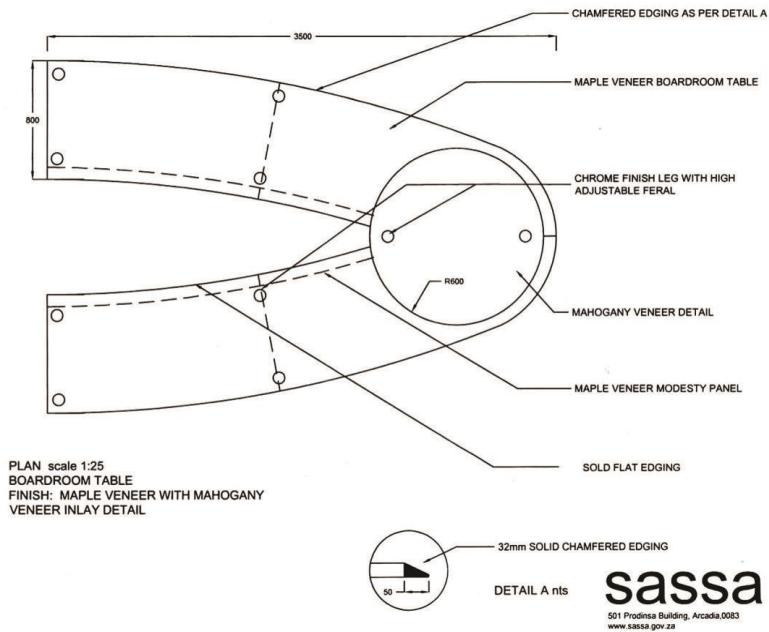


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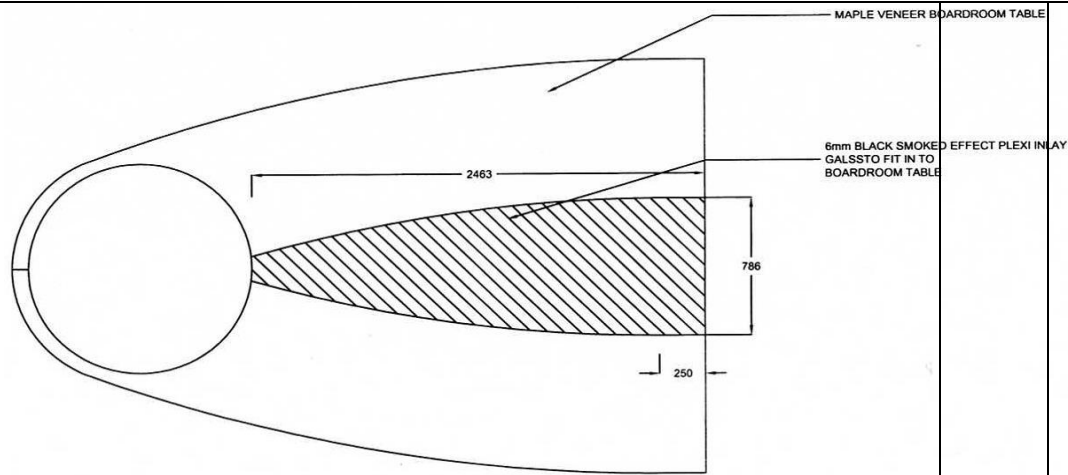
- For more details refer to the drawing below



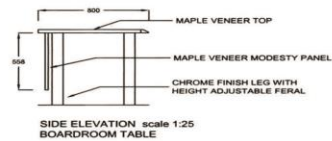
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Details to board room tables



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SUB TOTAL (EXCL VAT) SUPPLY, DELIVERY AND INSTALLATION	R
15% VAT	
TOTAL INCLUDING VAT	R

ANNEXURE B3: PRICING SCHEDULE

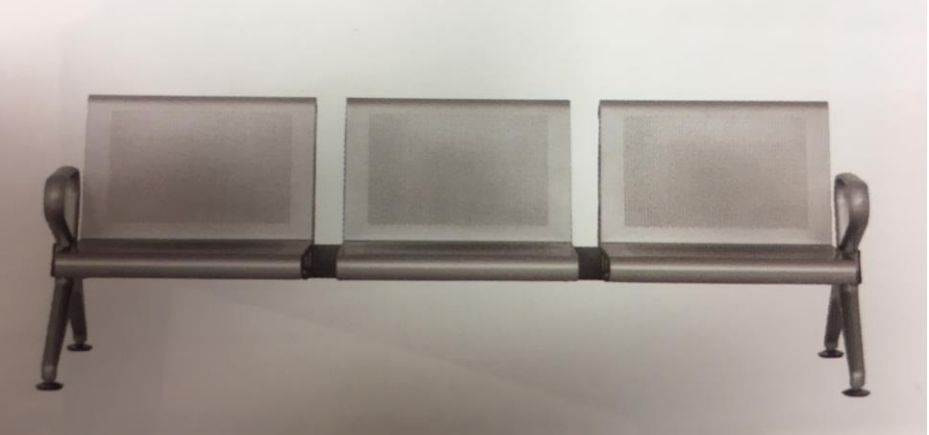
ITEM	DESCRIPTION	QTY	LOCAL CONTENT	UNIT PRICE	TOTAL PRICE
1.	MATTE SILVERLINE OUTDOOR STAINLESS STEEL 3-SEATER (BENCHES) 3-Seater (1750mm (W) X 670mm (D) X 785mm (H)) NB. ONLY THE STAINLESS-STEEL OUTDOOR VERSION WILL BE ACCEPTED Technical Description ☐ Stainless steel Finish ☐ Seat and back (made from high quality 304 grade stainless steel) ☐ Arms and legs: Aluminum diecast, chromed ☐ Feet Levelers ☐ Each seat to bear 120kg ☐ Cross beam: 2mm Aluminum extrusion, silver ☐ 5 Year Warranty	280	100%		



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Eastern Cape Region

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ITEM	DESCRIPTION	QTY	LOCAL CONTENT	UNIT PRICE	TOTAL PRICE
2.	4-DRAWER STEEL LOCKABLE FILING CABINET ❖ Cabinet 4 –Drawers for A4 Filing ❖ Cabinet must be supplied with top surface. DIMENSIONS ❖ Height : 1475mm ❖ Width: 1160mm ❖ Depth: 600mm	35	100%		



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ITEM	DESCRIPTION	QTY	LOCAL CONTENT	UNIT PRICE	TOTAL PRICE
3.	2 DOOR STEEL FILING CABINET Steel Stationery Cupboard - Metal Storage Cabinet - 4 Shelves - Ivory and Karoo - 180 x 90 x 45 cm - SC002-ivorykaroo. See below picture:	52	100%		
SUBTOTAL (EXCLUDING VAT) SUPPLY, DELIVERY AND INSTALLATION					R
VAT 15%					
TOTAL COSTS INCLUDING VAT					R



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ANNEXURE B4: SUMMARY SHEET	
ANNEXURE B SCHEDULE	TOTAL PRICE (Incl VAT)
Annexure B 1	R
Annexure B 2	R
Annexure B 3	R
TOTAL COST (Incl VAT)	R

Signature of Bidder:	
Date:	

Company Stamp:



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