

NOTIFICATION OF TENDER ERRATUM

Bid Number: SASSA:03-25-SCM-KZN

BID DESCRIPTION: SASSA:03-25-SCM-KZN: APPOINTMENT OF SERVICE PROVIDER FOR DISPOSAL (AUCTION) OF ASSETS FOR SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) KWAZULU NATAL REGION FOR A PERIOD OF THIRTY-SIX (36) MONTHS.

PROPOSAL MUST BE DEPOSITED IN THE BID SITUATED AT:
SASSA Kwa-Zulu Natal Regional Office; NO.1 Bank Street; Pietermaritzburg; 3201

Date Published: 25 August 2025

Closing Date / Time: 19 September 2025 @11:00am

Technical Enquiries:

Contact Person: Mr B Gcumisa
Email: BongaG@sassa.gov.za
Telephone number: 033 846 9567

Supply Chain Management Enquiries:

Contact Person: Mr LG Shandu
Email: LuckyGS@sassa.gov.za
Telephone number: 033 846 9532

Where bid documents can be obtained:

Website: <https://etenders.treasury.gov.za/> and <https://sassa.gov.za>

1. The following requirement on the advertised document needs to be updated

Fidelity Fund Certificate (FFC) Issued by Property Practitioners Regulatory Authority (PARA)

- On page 2 paragraph 7 under the heading written **ACRONYMS**
- On page 3 paragraph 2 under the heading written **2. PURPOSE**
- Page 6 paragraph 9.2 under the heading written **9. SPECIAL CONDITIONS OF CONTRACT.**
- Page 8 paragraph 12.1.2 under the heading written **12.1 Phase 1: Special Conditions**



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

South African Social Security Agency
KwaZulu Natal -Region

SASSA House, No 1 Bank Street, Pietermaritzburg 3300
Private Bag X 9146, Pietermaritzburg 3300
Tel: +27 8469595/8

2.The following is the updated requirement of the advertised document

- Please replace the above mentioned with the following
- Fidelity Guarantee insurance

3. SBD 1 (PART A AND PART B)

- Closing Date :19 September 2025

SBD 3.1 (PRICING SCHEDULE – FIRM PRICES (PURCHASES))

- Closing Date: 19 September 2025

The Correct Closing Date for both SBD FORMS is as follows: -

3.1 SBD 1 (PART A AND PART B)

- Closing Date: 30 September 2025

SBD 3.1 (PRICING SCHEDULE – FIRM PRICES (PURCHASES))

- Closing Date: 30 September 2025



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at the right time and place. NJALO!*

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Mpumalanga Regional Office

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SPECIFICATIONS FOR THE APPOINTMENT OF SERVICE PROVIDER FOR DISPOSAL (AUCTION) OF ASSETS FOR SASSA KWAZULU NATAL REGION FOR A PERIOD OF THIRTY-SIX (36) MONTHS.

ACRONYMS

ADC	:	Assets Disposal Committee
B-BBEE	:	Broad Based Black Economic Empowerment
CIPC	:	Companies and Intellectual Property Commission
CSD	:	Central Suppliers Database
EME	:	Emerging Micro Enterprise
FAR	:	Fixed Asset Register
FGI	:	Fidelity Guarantee Insurance
GCC	:	General Conditions of Contract
KZN	:	KwaZulu-Natal
SBD	:	Standard Bidding Documents
SCC	:	Special Conditions of Contract
SAIA	:	South African Institute of Auctioneers
SLA	:	Service Level Agreement
SANAS	:	South African National Accreditation System
SASSA	:	South African Social Security Agency
SARS	:	South African Revenue Services
SMME	:	Small Micro Medium Enterprise
VAT	:	Value Added Tax

1. INTRODUCTION

The South African Social Security Agency (SASSA) has been established in terms of the South African Social Security Agency Act, 2004 (Act No. 9 of 2004). SASSA is a schedule 3A public entity in terms of the Public Finance Management Act 1999 (Act No. 1 of 1999), as amended, and is responsible for the management, administration and payment of social assistance.

2. PURPOSE

The South African Social Security Agency (SASSA) Kwa-Zulu Natal Region hereby invites suitably qualified auctioneers registered with the South African Institute of Auctioneers (SAIA) and in possession of a valid Fidelity Guarantee Insurance for the public auctioning of assets for SASSA KZN Region.

3. BACKGROUND

SASSA KZN Region has +/- 25 000 assets in its Fixed Asset Register (FAR). SASSA conducts Assets verification twice in a financial year, during the Asset verification process SASSA identify and earmark assets for disposal. Assets earmarked for disposal are presented to Assets Disposal Committee (ADC) for recommendation to the delegated approving authority. It is on this background that SASSA KZN invites auctioneers registered with the South African Institute of Auctioneers and in possession of a valid Fidelity Guarantee Insurance for the public auctioning of assets for SASSA KZN Region.

4. OBJECTIVE

The objective of SASSA KZN Region is to have contracted Auctioneer/s for the public auctioning of assets for SASSA KZN Region for a period of Thirty-Six (36) months.

5. SCOPE of WORK

The auctioneer will be responsible for the end-to-end management of the auction process, including but not limited to:

- 5.1 Must be able to collect all assets from various SASSA KZN offices to the auction sites.
- 5.2 Must be able to arrange the viewing (physical and/or online) of assets prior to auction.
- 5.3 Must be able to auction assets as and when the Agency requires.
- 5.4 Must be able to destruct / dismantle all assets not auctionable.

6. DELIVERABLES:

6.1 Pre-Auction Preparation:

- Identification and verification of auction items/assets.
- Valuation of items or assets to be auctioned.
- Preparation of item descriptions, photographs, and documentation.

- 8.9 Under no circumstances will the Agency engage itself with parties associated with the Auctioneer/s, including auction bidders.
- 8.10 Should any dispute, disagreement or claim arise between the parties concerning this contract or interpretation of any of the provisions of this contract, or the liability of either of the parties arising from any alleged breach of this contract or any other course, the parties shall make any effort to resolve amicably such dispute or disagreement by mutual consultation. In the event parties fail to resolve such disputes and disagreement, mediation process will be conducted in accordance with the signed Service Level Agreement (SLA).
- 8.11 In the event where the Auctioneer/s fails to perform the service within the period specified in this contract, the Agency shall without prejudice to its other remedies in terms of this contract, be entitled to invoke penalties as per service level agreement (SLA) and General Conditions of Contract (GCC), Clause 22.
- 8.12 General Conditions of Contract (GCC) on government procurement of July 2010 will also apply in this bid.

9. SPECIAL CONDITIONS OF CONTRACT

Failure to meet the following special conditions will result in the disqualification of the bid.

- 9.1 The bidder must be registered with South African Institute of Auctioneers (SAIA).
- 9.2 The bidder must be in possession of a valid Fidelity Guarantee Insurance.
- 9.3 Bidders must submit reference letter/s (*a letter written and issued by bidder's client confirming the past auction*), specifying the service performed within a 5-year period from the closing date of the bid.

Each reference letter must be in the company/organisation's (Bidders client) letterhead with the following information: -

- The name of the company/organization serviced,
- Name and surname of the contact person,
- Contact details of the contact person (Telephone numbers and email address),
- Start and end date of service (day, month, year)
- Monetary value (proceeds on auction) for each auction conducted.
- Number of items/ assets auctioned.
- Must be signed off and dated by the bidder's client.

- 9.4 Bidders must use **Annexure A (pricing structure)** for quotes.

12.1.2 The bidder must be in possession of a valid Fidelity Guarantee Insurance.

NB: South African Social Security Agency reserves the right to verify authenticity of the certificates (South African Institute of Auctioneers (SAIA) and Fidelity Guarantee Insurance (FGI))

12.1.3 Bidders must submit reference letter/s (*a letter written and issued by bidder's client confirming the past auction*), specifying the service performed within a 5-year period from the closing date of the bid. Each reference letter must be in the company/organisation's (Bidders client) letterhead with the following information: -

- The name of the company/organization serviced,
- Name and surname of the contact person,
- Contact details of the contact person (Telephone numbers and email address),
- Start and end date of service (day, month, year)
- Monetary value (proceeds on auction) for each auction conducted.
- Number of items/ assets auctioned.
- Must be signed off and dated by the bidder's client.

NB: Reference letters that do not meet the stated requirements will not be taken into consideration.

12.1.4 The South African Social Security Agency reserves the right to contact the bidder's client to validate accuracy and authenticity of the reference letters.

12.1.5 Bidders must use **Annexure A (pricing structure)** for quotes.

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY) SASSA					
BID NUMBER:	SASSA:03-25-SCM-KZN	CLOSING DATE:	30 September 2025	CLOSING TIME:	11:00 AM
DESCRIPTION	APPOINTMENT OF SERVICE PROVIDER FOR DISPOSAL (AUCTION) OF ASSETS FOR SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) KWAZULU NATAL REGION FOR A PERIOD OF THIRTY- SIX (36) MONTHS				
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mr LG Shandu		CONTACT PERSON	Mr B Gcumisa	
TELEPHONE NUMBER	033 846 9532		TELEPHONE NUMBER	033 846 9567	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	LuckyGS@sassa.gov.za		E-MAIL ADDRESS	BongaG@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 PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

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

DATE:

.....



sassa
SOUTH AFRICAN SOCIAL SECURITY AGENCY

SBD 3.1

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

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

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

Name of bidder.....	Bid number SASSA:03-25-SCM-KZN
Closing Time: 11:00 AM	Date: 30 September 2025

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

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

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

***Delete if not applicable**