



P2P RFQ EVALUATION AND AWARD CHECKLIST STAGE 2

 Winning Bidder Name: **Bervley Hills Construction** Value: **750,000.00** RFQ No: **6000020385**

#	Description	Compliance	Responsible	Comments
STAGE 2: PRE-QUALIFICATION & EVALUATION				
1	If a briefing session was conducted, attach attendance register signed by attendees, including Business Unit and Buyer	No		
2	Enquiries received from bidders were responded to all bidders, and placed on RFQ file/folder	No		
3	OPE RFQ Opening Register attached and signed off by Buyer as recieved	Yes		
4	The request to submit quotations (RFQ specification with reference number, publish/issue and closing dates and/or email sent to bidders)	Yes		
5	Where OPE process not followed, attach the following documents signed by Manager Sourcing/Purchasing Manager: 5.1) Approval for deviating from OPE process, 5.2) RFQ specification with reference number, publish/issue and closing dates, 5.3) Email sent to bidders requesting quotations, and 5.4) Email of received quotes from bidders	Not Required		
6	Declaration of interest template signed by the technical evaluators (where technical evaluation is applicable)	Yes		
7	Minimum of three (3) written quotations received by closing date and time	Yes		
8	If less than three (3) quotations received, Memo for evaluating less than three (3) quotations approved in terms of DOA	Not Required		
9	Technical evaluation outcomes consolidated and individual Evaluation scoresheet signed by the evaluators (where technical evaluation is applicable)	Not Required		
10	Price comparison sheet (80/20)	Yes		
11	Valid B-BBEE certificate / affidavit for all bidders where score is allocated for B-BBEE (valid at the closing date of the RFQ)	Yes		
12	Request B-BBEE Specialist to review the B-BBEE Affidavit/Certificate for transaction from R100K and above	Not Required		
13	Is the price inclusive of VAT	Yes		
14	If price inclusive of VAT, verify VAT registration number on the CSD registration report or VAT vendor search on SARS website	Yes		
15	If the highest scoring bidder is not selected, signed Memo for not selecting the highest scoring bidder must be attached	Not Required		
16	Tax information of the winning bidder verified on the CSD report or CSD website	Yes		
17	CSD report of the winning bidder	Yes		
18	If RFQ Cancelled, attach motivation of cancellation and sign-off	Not Required		
19	SBD 1: Invitation to bid (winning bidder) (applicable to all RFQs)	Yes		
20	SBD 4: Declaration of interest (winning bidder) (applicable to all RFQs)	Yes		
21	SBD 6.1: Preference points claim form (winning bidder) (applicable to RFQ value >R30,000)	No		
22	SBD 6.2 Declaration certificate for local production and content (winning bidder) (where applicable)	Not Required		
23	SBD 8: Declaration of bidder's past supply chain management practices (winning bidder) (applicable to all RFQs)	No		
24	SBD 9: Certificate of independent bid determination (winning bidder) (applicable to all RFQs)	No		
25	SARS oath of secrecy (winning bidder) (ensure that all questions correctly answered)	Yes		
26	Verified if all the suppliers invited for RFQ are registered on the CSD (attach a full report of the winning bidder and the 1 pager report for other bidders to the PO as proof)	Yes		
STAGE 2 COMPLIANCE		80.8%		
RECOMMENDED		APPROVED		
Buyer (R20k-R1mil)	Ops Purch Mgr (R500k-R1mil)	Mgr Sourcing/Purch Mgr (R750k-R1mil)	Buyer (R0-R20k)	Ops Purch Mgr (R20k-R500k)
				Mgr Sourcing/Purch Mgr (R500k-R750k)
				Executive (R750k-R1mil)
Name Sidney Kotlolo			Name	M.Mahlangu Mooshe Nkuna
Signature			Signature	
Date 28/11/2022				05/12/2022 14/12/2022
GOVERNANCE CHECKED (RFQ above R100K to be checked by GRC prior to PO creation) Takalni Tshikunde 14/12/2022			80% - 100% 50% - 79% 0% - 50%	



Price (80) and BEE (20) Evaluation Template

BID01

Request For Quotation

RFQ Ref No **6000020255/20385** Approved budget value (incl VAT) **R 750 000.00** RFQ Opening Date (CCYY-MM-DD) **2022-11-11** RFQ Closing Date (CCYY-MM-DD) **2022-11-22**

RFQ Description

GN day to day General Plumbing Maintenance

Request For Quotation Details

Check Circle to Calculate VAT		Bidder 1	Bidder 2	Bidder 3	Bidder 4	Bidder 5	Bidder 6
Item Description	Quantity	CMA					
CSD Number							
		Bervley Hills Const					
		R 362 205.00					
Total Line		R 362 205.00					

Total Price Excluding VAT		R 362 205.00					
VAT 15%							
Total Price Including VAT		R 362 205.00					
Price (80)		80.00	160.00	160.00	160.00	160.00	160.00
BEE (20)		20.00					
Total Points Scores		100.00	160.00	160.00	160.00	160.00	160.00
BEE Expiry Date		2023-04-11					

Recommended Bidder

Bervley Hills Construction

Comment

Gilisa and Mashamolo Disqualified as they did not submit the Mandatory requirements for this request as per the evaluation done on the 25th november 2022

Legal Implications

AN SLA contract will signed by SARS and Bervley Hills Construction

BID01

v 2022.03.00

01/03

Date: 2022-11-28

Declaration of interest

By signing this document, you hereby certify that you have at all relevant times acted within the ambit of the Public Finance Management Act (No. 1 of 1999) and the Treasury Regulations promulgated in terms of the PFMA. You hereby further certify that you are not personally related to any of the supplier(s) (if natural person(s)), or in the event of the supplier being a legal entity, you are not related to any of the director(s), shareholder(s), member(s), partner(s) or trustee(s) of the legal entity included in this request. You confirm that you were not influenced in any way by any person(s) or by any external factors. You confirm that you have at all relevant times acted in the best interest of SARS. In the event that you are related to any of the aforementioned persons, or were influenced in any manner by any person/s or external factors, please disclose such relations and/or factors, gifts, hospitality or material advantage received from the aforementioned person(s) and/or any other parties.

Business Unit Support									
Delegation	Name	s-ID	Supported		Within budget		Signature	Conflict of Interest	Comments
1	Acting Senior Manager	Anton Senekal	Yes ☒	No ☐	Yes ☒	No ☐		Yes ☐ No ☒	2022-11-30
2			Yes ☐	No ☐	Yes ☐	No ☐		Yes ☐ No ☐	

Procurement recommendation and approval as per DOA				
Threshold value (Incl. VAT)	Procurement support/ recommendation	Procurement approval delegation In terms of DOA	Tick level required	
1 Up to R20,000.00	• N/A	• Buyer	☐	
2 Exceeding R20,000.00 up to R500,000.00	• Buyer	• Operational Purchasing Manager	☒	
3 Exceeding R500,000.00 up to R750,000.00	• Operational Purchasing Manager	• Manager Sourcing/Purchasing Manager	☐	
4 Exceeding R750,000.00 up to R1,000,000.00	• Manager Sourcing/Purchasing Manager	• Executive	☐	

Procurement Approval as per DOA										
Delegation	Name	S-ID	Recommend		Approved		Signature	Conflict of Interest	Comments	Date
1 Buyer (preparer and recommender/ approver)	Sidney Kotlolo	s1029191	Yes ☒	No ☐	Yes ☐	No ☐		Yes ☐ No ☒	None	2022-11-28
2 Operational Purchasing Manager	Mmakubu Mahlangu	s2020991	Yes ☒	No ☐	Yes ☐	No ☐		Yes ☐ No ☒	None	05/12/2022
3 Manager Sourcing / Purchasing Manager			Yes ☐	No ☐	Yes ☒	No ☐		Yes ☐ No ☒		
4 Executive					Yes ☐	No ☐		Yes ☐ No ☐		
5 Procurement Governance (RFQ above R100k to be reviewed by GRC prior to PO creation)	Takalani Tshikunde	s1034427						Yes ☐ No ☒		14/12/2022
6 Additional signatory								Yes ☐ No ☐		